

# **BIDDING DOCUMENTS FOR PROCUREMENT**

**of**

**Title Covers for Single Textbooks and Practical Note  
Books etc.**

**Through Framework Contract**

**and**

**Title Covers for Textbooks of Literacy and Non-formal  
Basic Education Department and Punjab Education  
Foundation**

**for**

**Academic Session 2026-27**



**PUNJAB EDUCATION, CURRICULUM TRAINING  
& ASSESSMENT AUTHORITY(PECTAA)**

**Address: Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore**

**Phone: 042-99260144**

**Website: <https://pectaa.edu.pk/>**

**Issuing Month: January, 2026**



**PUNJAB EDUCATION CURRICULUM TRAINING &  
ASSESSMENT AUTHORITY,  
LAHORE**



**TENDER NOTICE**

**FOR PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS ETC. THROUGH FRAMEWORK CONTRACT AND TITLE COVERS FOR TEXTBOOKS OF LITERACY AND NON-FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION FOUNDATION FOR ACADEMIC SESSION 2026-27**

Punjab Education Curriculum Training & Assessment Authority (PECTAA) invites bids for printing, lamination and supply of Title Covers for Single Textbooks and Practical Note Books through Framework Contract (in accordance with the demand of open market) and Title Covers for Textbooks of Literacy and Non-formal Basic Education Department and Punjab Education Foundation for Academic Session 2026-27 (in accordance with the demand of Punjab Education Foundation (PEF) and Literacy and Non-formal Basic Education Department) from well reputed Printers / Publishers/ Firms/ Companies / JVs / Group / Consortiums / AOPs/ Sole Proprietors etc. registered with Income Tax and Sales Tax Departments possessing adequate experience in the relevant field and not currently blacklisted by the Procuring Agency. Single Stage Two envelopes competitive bidding procedure as per the Punjab Procurement Regulatory Authority (PPRA) Rules, 2014 (Amended) shall be adopted. Following the publication of this advertisement, the Bidding Documents containing detailed terms and conditions will be available immediately on the websites of the PPRA, PECTAA, and the e-Pak Acquisition & Disposal System (EPADS) at [www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk), <https://pectaa.edu.pk/> and <https://punjab.eprocure.gov.pk>, respectively, for the following procurement:

Procurement No.	Title	Approximate Quantity	Total Estimated Cost	Bid Submission Date & Time	Bid Opening Date & Time
PECTAA/PRO C/06/FY25-26/TC-STB-ALP-GPE-STG/AS26-27	PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTEBOOKS ETC. THROUGH FRAMEWORK CONTRACT AND TITLE COVERS FOR TEXTBOOKS OF LITERACY AND NON-FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION FOUNDATION FOR ACADEMIC SESSION 2026-27	44 Million	Rs. 529 Million	On or before <b>Monday, 09 February 2026</b> at 10:30 a.m.	<b>Monday, 09 February 2026</b> at 11:00 a.m.

The Title Covers of Single Textbooks are further divided into two categories: the first pertains to those used for the Tarjuma-tul-Quran-ul-Majeed, while the second relates to all other textbooks. A Non-Muslim, as defined under Article 260 of the Constitution of the Islamic Republic of Pakistan, shall not associate or be associated with the printing and lamination of the Title Covers of the first category (i.e. Tarjuma-tul-Quran-ul-Majeed). Bid submission only through EPADS shall be entertained, any bid submitted through other means shall not be accepted or considered. The interested bidders shall submit online Technical and Financial Bids on the website of EPADS accompanied by bid security as mentioned in the Bidding Document. Bidders are advised to ensure uploading the e-bid on EPADS well before the submission deadline, and not wait for the last date and time to upload the bid. The Coated Bleached Board/Art Paper samples, along with the original instrument of Bid Security @ of 2% of the estimated price in Pak Rupees, as mentioned in the Bidding Documents, issued by any Scheduled Bank of Pakistan in the form of a Call Deposit Receipt, Demand Draft, or Pay Order in favour of PECTAA, must be submitted physically, in sealed envelopes, in the tender box placed in the Committee Room at PECTAA Head Office, at the address given below, well before the prescribed date and time for submission of e-bids. Late bids shall not be entertained. At first instance, Technical Bids shall be opened in the presence of the bidders, or authorized representatives, who choose to attend, and credentials of all bidders shall be evaluated through physical inspection as per prescribed technical evaluation criteria mentioned in the Bidding Document. Thereafter, the Financial Bids of technically qualified bidders shall be announced on a notified time, date and venue in the presence of bidders or their authorized representatives, who choose to attend the meeting. The procurement of good quality Coated Bleached Board/ Art Paper, inks, glue etc. as per approved specifications mentioned in the Bidding Document is the responsibility of the bidder. The rates shall be inclusive of cost of Coated Bleached Board/ Art Paper, printing, lamination and supply at the designated Godown of PECTAA at Lahore. A pre-bid meeting will be held at Committee Room of PECTAA Head Office, at the address given below, on **Thursday, 29 January 2026 at 11:00 a.m.** In case of official holiday on the day of submission, the next day will be considered as the last submission date for physical submission of Coated Bleached Board/ Art Paper samples, original instruments of samples' testing fee and original instruments of bid security. The bid shall remain valid for a period of **90 days**, commencing from the date of opening of the Technical Bid. Detailed terms and conditions, method of procurement and procedure for submission of bids, and other information are available in the Bidding Documents. PECTAA shall not be responsible for any cost or expense incurred by bidders in connection with the preparation or submission of bids. Bid submission on EPADS shall be entirely responsibility of the bidder, PECTAA shall not be held responsible for any issues thereof.

The Uniform Resource Locators (URLs) of the website of PPRA for this advertisement is <https://eproc.punjab.gov.pk/ActiveTenders.aspx> and response time shall be calculated exclusively from the date of publication of this advertisement on the website of the PPRA.

**DIRECTOR PROCUREMENT**

**PUNJAB EDUCATION, CURRICULUM TRAINING & ASSESSMENT AUTHORITY(PECTAA)  
Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore 042-99260144**

## Acronyms & Abbreviations

CNIC	Computerized National Identity Card
NTN	National Tax Number
STRN	Sales Tax Registration Number
NA	Not Applicable
JV	Joint Venture
AOP	Association of Persons
PJTS	Primers, Jackets, Textbooks, SRM
STB	Single Textbooks
PNB	Practical Note Book
SRM	Supplementary Reading Materials
ITB	Instruction to Bidder
BDS	Bid Data Sheet
ALP	Accelerated Learning Programme
GPE	Global Partnership for Education
STG	System Transformation Grant
PPR-14	Punjab Procurement Rules, 2014
PPRA	Punjab Procurement Regulatory Authority
EPADS	e-Pak Acquisition & Disposal System
PECTAA	Punjab Education, Curriculum Training & Assessment Authority
SED	School Education Department, Government of the Punjab
PMIU	Programme Monitoring and Implementation Unit
PEF	Punjab Education Foundation
PEIMA	Punjab Education Initiative Management Authority
PWWF	Punjab Worker Welfare Fund
MLWC	Mines Labour Welfare Commissioner
L&NFBE	Literacy and Non-Formal Basic Education Department
BTBB	Baluchistan Textbook Board
STBB	Sindh Text Book Board
KPTB	Khyber Pakhtunkhwa Textbook Board

## SUMMARY DESCRIPTION

The Bidding Documents facilitate the procurement of Title Covers for Single Textbooks/PNBs, etc., through a Framework Contract for the Academic Session 2026-27, as well as Title Covers for Textbooks of Punjab Education Foundation (PEF) and Literacy and Non-formal Basic Education Department for the Academic Session 2026-27. The Bidders are expected to examine all instructions, forms, terms and conditions, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid. All the procurement procedures shall be conducted in accordance with Punjab Procurement Authority Act-2009 (Amended) and Punjab Procurement Rules-2014 (Amended). In case of any conflict between the provision of this document and PPRA Act-2009/ PPRA Rules-2014 (Amended), the later shall prevail. Bid submission only through EPADS shall be entertained, any bid submitted through other means shall not be accepted or considered. The interested bidders shall submit online Technical and Financial Bids on the website of EPADS accompanied by bid security as mentioned in the Bidding Document. Bidders are advised to ensure uploading the e-bid on EPADS well before the submission deadline, and not wait for the last date and time to upload the bid. A brief description of Bidding Documents is given below;

## CONTENTS

### PART 1 – BIDDING PROCEDURE

#### **Section I: Instructions to Bidders (ITB)**

This Section provides relevant information enabling Bidders in preparation of their bids. Detailed Information regarding submission, opening and evaluation of bids, and the award of Contracts will also be provided therein.

#### **Section II. Bid Data Sheet (BDS)**

This Section relates to specific forms to be duly filled in, and supplementary information to be provided by the participating bidders under authorized stamps and signatures to be attached with the relevant bids.

#### **Section III. Evaluation and Qualification Criteria**

This Section contains the criteria to first determine the qualifications of the Bidder to perform the contract (technical) and then the lowest evaluated bid (financial).

#### **Section IV: Bidding Forms**

This Section contains **Financial Bid** and **Bid Security** to be submitted with the Bid. It also involves the Bid Submission Sheet, Bidder's Information Sheet & Technical Bid Proforma.

### PART 2 – SUPPLY REQUIREMENTS

#### **Section V. Supply Requirements**

This Section contains the Colour Scheme, Number of Pages, Size of Book/ Title Cover, List of Quantities, Estimated Cost, Estimated Bid Security, Schedule of Supply and Technical Specifications.

### PART 3 – CONTRACT

#### **Section VI. General Conditions of Contract (GCC)**

This Section contains the general clauses to be applied on all contracts.

**Section VII. Special Conditions of Contract (SCC)**

This Section contains clauses specific to each contract which modifies or supplements Section VI; General Conditions of Contract.

**Section VIII: Contract Forms**

This Section contains the Form for the ‘**Contract Agreement**’. After contract award, the Proforma for ‘**Performance Security**’, when required, shall be completed by the successful Bidder.

# PART 1–BIDDING PROCEDURE

## **(Sections I-IV)**

# Section-I. Instructions to Bidders

## A. General

- 1. Scope of Bid**
  - 1.1 PECTAA invites bids through EPADS for printing, lamination and supply from eligible Printers/ Publishers/ Firms/ Companies/ JVs/ Consortiums/ AOPs/ Sole Proprietors etc. for “Procurement of Title Covers for Single Textbooks and Practical Notebooks etc. through framework contract, and Title Covers for Textbooks for Literacy and Non-formal Basic Education Department and Punjab Education Foundation for Academic Session 2026-27”.
  - 1.2 The scope of the bid shall be limited to the procurement of Title Covers for Single Textbooks, PNBs through framework Contract for Academic Session 2026-27, and Title Covers for Textbooks of Literacy and Non-formal Basic Education Department and Punjab Education Foundation for Academic Session for Academic Session 2026-27.
- 2. Eligible Bidders**
  - 2.1 Following are the eligible bidders:
    - i. Printers/ Publishers registered with Income Tax Department and Sales Tax Departments.
    - ii. Sole Proprietors/ Firms/ Companies/ Association of Persons (AOP) having the requisite capability of printing/ publishing and registered with Income Tax Department and Sales Tax Departments.
    - iii. Consortium/ Joint Ventures (JV) having the requisite capability of printing/ publishing (Lead Bidder must be registered with Income Tax Department and Sales Tax Departments and all other members must be registered with Income Tax Department).
    - iv. Government/ Semi-Government Institutions or Autonomous Bodies operating in the field of printing/ publishing.
  - 2.2 The Bidder must have printing and lamination facilities under one roof.
  - 2.3 The Bidder or any of the members in case of Consortium or JV should not have been blacklisted as per Punjab Procurement Rules, 2014 (PPRA Rules, 2014) and also not declared as bankrupt during last five years.
  - 2.4 Any bidder involved in piracy of Primers/ Jackets/ Single Textbooks/ SRM/ Practical Note Books etc. and their Title Covers shall not be eligible.

- 2.5 A **Non-Muslim**, as defined under Article 260 of the Constitution of the Islamic Republic of Pakistan, **shall not associate or be associated**, whether as Lead Bidder or Joint Venture partner for printing and lamination of Title Covers for the Tarjuma-tul-Quran-ul-Majeed.
- 3 Consortium/  
Joint Venture**
- 3.1 Each Consortium or JV shall appoint and authorize one (1) Lead Bidder to represent and irrevocably bind all members of the Consortium or JV in all matters connected with the bidding process (including but not limited to the submission of the bid on behalf of the consortium or JV).
- 3.2 In case of submission of application in the form of JV/ Consortium all the JV/ Consortium partners are required to sign an agreement on a E-Stamp Paper of Rs. **3,000/-** whereby all the partners shall undertake to be jointly and individually liable for the accomplishment of work awarded to them. Indication of Lead Bidder shall also be integral part of the agreement. Lead Bidder, shall be responsible for correspondence with PECTAA on behalf of all other partners. The proportionate share of all the Bidders must be declared in the JV/ Consortium agreement, however, the proportionate share of the Lead Bidder must not be less than 51%.
- 3.3 Joint Venture/ Consortium shall be legally formed under respective relevant law/ rules.
- 3.4 Lead Bidder or any member of a JV/ Consortium shall not be eligible to apply as individual Bidder or as a member of any other Consortium/ JV. In case of such violation, the Bidder and JV/ Consortium shall be disqualified.
- 3.5 In case Bidder declared as Lowest Evaluated Bidder/ Successful Bidder, payments regarding supply of Title Covers shall be made directly to the Lead Bidder only after imposition / deduction of all applicable taxes as per state of law and no payment shall be made to the other member(s) of Consortium or JV by PECTAA.

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| <b>4. Clarification of Bidding Documents</b>  | 4.1 | A prospective Bidder seeking any clarification regarding this document shall submit the request for clarification in writing at least seven (07) days prior to the deadline fixed for submission of bids.                          |
|   | 4.2 | The request for clarification shall be addressed to the Director (Procurement), PECTAA at the address given in the Data Sheet.   |
|   | 4.3 | The Procuring Agency will respond to any such request for clarification in writing before the deadline of submission of applications.  |
|   | 4.4 | If the Procuring Agency deems it necessary to amend this document as a result of such clarification(s), it shall proceed as per the procedure described in Clause 5 of ITB mentioned as “Amendments in this document”.             |
|   | 4.5 | The Invitation for Bids issued by the Procuring Agency i.e. “Punjab Education Curriculum Training and Assessment Authority” (PECTAA) is not part of the Contract Agreement.  |
| <b>5. Amendments in this document / Procurement Agency’s Right to Annul the Bidding Process</b> | 5.1 | At any time prior to the deadline fixed for submission of Bids, the Procuring Agency may amend this document by issuing addenda under rule 25(3) of the PPR-14.  |
|   | 5.2 | Any addendum issued shall be part of Bidding Documents and shall be communicated by uploading on the website of Authority/ EPADS.  |
|   | 5.3 | To give Bidders reasonable time to take an addendum into account while preparing their applications, the Procuring Agency may, at its discretion, extend the deadline for the submission of applications as per rule 29 of PPR-14. |
|   | 5.4 | The Procuring Agency reserves the right to annul the bidding process and reject all applications/ bids according to PPR-14 (after recording proper reason) without thereby incurring any liability for the Procuring Agency.       |

### **C. Preparation of Bids**

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| <b>6. Cost of Bidding</b> | 6.1 | The Bidder shall bear all costs associated with the preparation and submission of its bids, and PECTAA shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. |
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- 7. Composition of Bid** 7.1 The Bid shall comprise of the following in accordance with EPADS:

**(a) Technical Bid**

Submission through EPADS:

- i. Bid Submission Sheet (BSS),
- ii. Bid Information Sheet (BIS),
- iii. GCC,
- iv. SCC,
- v. Copy of CNIC,
- vi. Copy of Instrument of Bid Security
- vii. Copy of Instrument of Coated Bleached Board/ Art Paper Samples Testing Fee

Submission physically in the tender box:

- i. Coated Bleached Board/ Art Paper Samples,
- ii. Original Instrument of Bid Security,
- iii. Original Instrument of Coated Bleached Board/ Art Paper Samples Testing Fee

**(b) Financial Bid**

The Financial Bid comprises Financial Bid Proforma and Supply Requirements-Section-V.

- 8. Bid Submission Sheet and Financial Bid**
- 8.1 The Bidder shall submit the Bid through EPADS, Submission Sheet using the Form furnished in Section IV; Bidding Forms. This Form must be completed without any alterations to its format, and no substitutes shall be accepted.
- 8.2 The Bidder may offer the Financial Bid through EPADS for any one or more than one items for supply of Title Covers for Single Textbooks and Practical Notebooks etc. through framework contract, and Title Covers for Textbooks of Literacy and Non-formal Basic Education Department and Punjab Education Foundation for Academic Session 2026-27 keeping in view his own production capacity. The rate should
- 8.3 Financial Bid furnished on Proforma other than the original shall not be accepted.

8.4 Bid submission only through EPADS shall be entertained, any bid submitted through other means shall not be accepted or considered. The interested bidders shall submit online Technical and Financial Bids on the website of EPADS accompanied by bid security as mentioned in the Bidding Documents. Bidders are advised to ensure uploading the e-bid on EPADS well before the submission deadline, and not wait for the last date and time to upload the bid. Coated Bleached board/ Art Paper samples, Original instrument of Bid Security @ 2% of the estimated price in Pak Rupees, as mentioned in the Bidding Document, from any Scheduled Bank of Pakistan, in the form of original Call Deposit Receipt / Demand Draft / Pay Order in favor of PECTAA and e-stamp papers as mentioned in Bidding Documents must be submitted physically in the tender box available at the Committee Room of PECTAA Head Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore well before the date and time of submission of e-bids. Late bids shall not be entertained. In case of official holiday on the day of submission, the next day will be considered as the last submission date for physical submission only of copy of technical bid, Coated Bleached board/ Art Paper samples and original bid security. Bid submission on EPADS shall be entirely responsibility of the bidder, PECTAA shall not be held responsible for any issues thereof. Non-submission of the Original Bid Security instrument at the prescribed time and date, the bid shall stand rejected.

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| <b>9.</b>  | <b>Alternative Bids</b>           | 9.1  | Unless otherwise indicated in the BDS, alternative bids shall not be considered. |
| <b>10.</b> | <b>Period of Validity of Bids</b> | 10.1 | Bids shall remain valid for the period specified in clause 7 of BDS.             |

- 11. Bid Security**
- 11.1 Bid Security mentioned against respective estimated cost of **Package** for Title Covers in favor of PECTAA Lahore in the shape of Pay Order/ Demand Draft/ Call Deposit Receipt (CDR) issued by any Scheduled Bank of Pakistan, should be **attached with the Technical Bid**. The Bidder should affix on the back of the Pay Order/ Demand Draft/ CDR, the seal/stamp of authorized signatory, as the case may be. Non-submission of the Original Bid Security instrument at the prescribed time and date, the bid shall stand rejected.
- 11.2 The amount of Bid Security at the rate of 2% of the estimated price as per PPRA Rules, 2014 mentioned against respective estimated price of **Package** of Title Covers for Textbooks shall be deposited. It is not required to be calculated on the basis of financial offer of the bidder. If the amount of Bid Security against each package will be lesser than the estimated amount of Bid Security mentioned against each package, said bid shall be technically disqualified, however, if the amount of Bid Security will be higher than the estimated amount of Bid Security mentioned against each package, it will be accepted.
- 11.3 Any bid not accompanied with requisite Bid Security as per clause 11.1 and 11.2 of ITB shall be **rejected** being non-responsive.
- 11.4 The Bid Security of unsuccessful Bidders shall be returned as per the PPRA Rules.
- 11.5 The Bid Security shall be forfeited if:
- a) A Bidder withdraws the bid during the bid validity period.
  - b) The successful/ lowest evaluated Bidder fails to sign the Contract Agreement.
- 11.6 The Bid Security must be furnished by the Bidder in the favour of Punjab Curriculum Training and Assessment Authority, Lahore (PECTAA).
- 12. Format and Signing of Bid / Language of Application**
- 12.1 The Bidder shall prepare and submit through EPADS Technical & Financial Bids as per clauses 7 & 8 of ITB through EPADS and submit Coated Bleached Board/ Art Paper Samples, Original instrument of Bid Security, Original instrument of Samples' testing fee physically in the tender box, as mentioned in Bidding Documents.
- 12.2 The original bid shall be written in indelible blue ink and shall be signed by the bidder himself or a person duly authorized to sign on behalf of the Bidder.
- 12.3 For Financial Bid submitted on EPADS, any interlineations, erasures, or overwriting shall not be allowed.

- 12.4 For Financial Bid, use of white correcting fluid for any of the above, even if attested, shall be considered invalid.
- 12.5 The application as well as all correspondence and documents relating to the bidding process exchanged by the Bidder and the Procuring Agency, shall be written in English or Urdu. Supporting documents and printed literature that are part of the application/ bids may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in BDS (i.e. English or Urdu) in which case for purposes of interpretation of the application/ bids, the translation shall govern.

#### **D. Submission and Opening of Bids**

- 13. Sealing and Marking of Bids**
- 13.1 The Bidder shall submit the bid as per Clauses 8 of ITB.
- 13.2 The envelope shall;
- (a) have the name and address of the Bidder,
  - (b) be addressed to the Director Procurement, PECTAA,
  - (c) be sealed properly by adhesive paper and signed with stamp.
- 13.3 If all envelopes are not sealed and marked as required, PECTAA will assume no responsibility for the misplacement or premature opening of the bid.
- 14. Deadline for Submission of Bids**
- 14.1 The bids shall be submitted on or before **Monday, 09 February 2026 at 10:30 a.m.** through EPADS.
- 14.2 PECTAA may, at its discretion, in lieu of unavoidable circumstances extend the deadline for the submission of bids by amending the Bidding Documents in accordance with Clause 5, ITB.
- 14.3 Upon such extension in deadline, all rights and obligations of PECTAA and Bidders, evolved as such vide earlier transaction, shall thereafter be subject to the deadline as extended.
- 15. Late Bids**
- 15.1 PECTAA shall not consider any bid that arrives after the deadline for submission of bids. Any bid received by PECTAA after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

- 16. Bid Opening (Technical Bid)** 16.1 The technical bids of bidders who have submitted their bids through EPADS and also submitted Coated Bleached Board/ Art Paper samples, Original Instrument of Coated Bleached board/ Art Paper Testing Fee and original instrument of bid security in the designated tender box at the Committee Room of PECTAA Head office, Adjacent to Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore, on or before **Monday, 09 February 2026 at 10:30 am**, will be opened on the same day at **11:00 a.m.** This opening process will take place in the presence of procurement committee members, bidders or their authorized representatives, who choose to make them available on the time, date and venue mentioned above.
- (Financial Bid)** 16.2 The Procuring Agency shall strictly follow the factors, methods, criteria, and requirements defined in Section III “Qualification Criteria” to evaluate the applications. If after the examination of the terms and conditions and the technical evaluation, PECTAA determines that the Bid is not responsive in accordance, it shall reject the Bid. The Financial Bids of only technically qualified bidders will be opened and announced on a notified time, date and venue in the presence of procurement committee members, bidders or their authorized representatives, who choose to attend the meeting in accordance with EPADS.
- Redressal of Grievances and Settlement of Disputes** 17.1 After completion of the technical evaluation process, PECTAA will immediately upload the technical evaluation report on EPADS and the websites of PPRA and PECTAA for obtaining/ receiving grievance petitions from the prospective bidders (if any). Any Bidder feeling aggrieved by any act of PECTAA after the submission of his Bid may lodge a written complaint through EPADS to the name of Convenor of Grievance Committee of PECTAA) concerning his grievances not later than ten (10) days after the announcement of the financial evaluation reports. However, any bidder feeling aggrieved from technical evaluation may file a grievance within five (05) days of announcement of the technical evaluation report. In case, the complaint/grievance is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. The Grievances Committee shall investigate and decide upon the complaint **within ten days** of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

## E. Award of Contract

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| <b>18. Award Criteria</b>   | 18.1 | PECTAA will award the Contract to the Bidder subject to the fulfillment of requirements of the Punjab Procurement Regulatory Authority (PPRA) Rules, 2014 and EPADS, whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents.   |
|   | 18.2 | PECTAA may ask to the lowest Bidder to justify production capacity required for completion of work before acceptance of the Bid, and if Production capacity provided by the Bidder will not comply with supply of consignment within the required supply timelines, PECTAA have right to reject/ cancel the Bid and issue the award to second lowest Bidder to execute the task on the rate of first lowest Bidder and so on. |
| <b>19. Procuring Agency's Right to Vary Quantities at Time of Award</b> | 19.1 | At the time the Contract is awarded, PECTAA reserves the right to increase or decrease the quantity of Title Covers as per PPRA Rules, 2014, originally specified in Section V; Supply Requirements, without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.  |
| <b>20. Notification of Award</b>  | 20.1 | Prior to the expiration of the period of bid validity as mentioned in Bidding Document, PECTAA shall notify the successful Bidder, in writing, that its bid has been accepted.  |
|   | 20.2 | Until a formal contract is prepared and executed, the notification of award shall constitute a binding Contract.  |
|   | 20.3 | Upon submission of Performance Security by the successful Bidder, Bid Security will be returned on his request.   |
| <b>21. Signing of Contract</b>  | 21.1 | The successful Bidders, within <b>ten (10) days</b> of issuance of "Award Letter", shall sign an agreement as per <b>Contract Agreement</b> given in <b>Section VIII; Contract Forms</b> with the Director (Procurement), PECTAA on a e-stamp paper of the requisite value which shall be paid by the bidder, after submission of the performance security.   |

21.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security, and Blacklisting of the Firm. In that event PECTAA may award the Contract to the next lowest evaluated Bidder, on the rate of the first lowest Bidder and so on, whose offer is substantially responsive and is determined by PECTAA to be qualified to perform the Contract satisfactorily.

If a successful Bidder submits an application within **ten (10) days** of the issuance of the Award Letter to seek extension for the signing of Contract Agreement, an extension of maximum **7 days** may be granted after approval of the Managing Director (Operations), PECTAA and imposition of penalty as per clause 20 of GCC.

**22. Performance Security**

22.1 Within **ten (10) days** of the receipt of notification of award from PECTAA, successful Bidder shall submit the Performance Security @ five percent (05%) of the value of contract in shape of Bank Guarantee / Pay Order / Demand Draft/ Call Deposit Receipt (CDR) issued by any Scheduled Bank of Pakistan.

22.2 If a successful Bidder submits an application within **ten (10) days** of the issuance of the Award Letter to seek extension for the submission of Performance Security, an extension of maximum **7 days** may be granted after approval of the Managing Director (Operations), PECTAA and imposition of penalty as per clause 20 of GCC.

22.3 In case of failure, award letter shall be cancelled, action will be taken as per clause 20 of GCC and offer shall be given to the second lowest bidder at the rate of first lowest bidder and so on.

22.4 With reference to award of work the Performance Security of Sole Proprietor / Company /JV / Consortium/ AOPs/ Group must be in the name of Sole Proprietor, Company & as authorized signatory or one or more than one of its Members of the JV /Consortium / AOPs/ Group that submit the application. Performance Security of third party will not be acceptable.

23. **Availability of Bleached board/ Art Paper, Inks & BOPP** 23.1 The successful Bidder, within **08 days** of issuance of Award Letter, **will intimate** in writing to Director (Procurement), PECTAA **the Quantity of Bleached board/ Art Paper, Inks, Glue & BOPP for Academic Session 2026-27 and location/ address** of the Godown (which should not be other than those premises owned or declared at the time of Technical Bid Submission), where 30% stock of **Coated Bleached Board/ Art Paper, Inks, Glue & BOPP** of the total awarded quantity will be available. Extension up to **7 days** may be granted by the Director (Procurement), PECTAA regarding the intimation subject to penalty of Rs. 1000/- per day per lac for the value of work awarded as per written request of the Bidder. If Bidder is failed to intimate the location/ address of the 30% stock of **Bleached board/ Art Paper, Inks, Glue & BOPP** within **15 days** after the issuance of award, the award letter/ contract shall be cancelled and Bid/Performance Security shall be fortified. The 2<sup>nd</sup> lowest bidder will be offered to execute the job @ 1<sup>st</sup> lowest evaluated bidder and so on accordingly.
- The designated team(s) of PECTAA, within **07 days** of receiving of intimation letters in the office of Director Procurement, PECTAA will check the quantity and quality of said 30% stock of **Bleached board/ Art Paper, Inks, Glue & BOPP**. If the quantity of stock of Coated Bleached board/ Art Paper found lesser than the 30% of awarded quantity or having lesser than **required grammage**, the award letter/ contract shall be cancelled and Bid/Performance Security shall be fortified. The 2<sup>nd</sup> lowest bidder will be offered to execute the job @ 1<sup>st</sup> lowest evaluated bidder and so on accordingly.
24. **Stamp Duty/Stamp Paper** 24.1 The supplier shall execute an agreement on Stamp Paper worth 0.25% of the total value of work award.
25. **Monitoring** 25.1 PECTAA will carry out regular inspections of the printing, lamination etc. to ensure quality and timely supply of Title Covers for Single Textbooks/ PNBs/ Textbooks for PEF and Literacy and NFBE Department for Academic Session 2026-27
- 25.2 The Bidder shall facilitate the Monitoring Team(s) of PECTAA to get checked the printed Title Covers being printed, **Bleached board/ Art Paper, Inks, Glue & BOPP** quality and other allied items and shall not hesitate to do so.

- 25.3 The successful Bidder will intimate in writing to Director (Procurement), PECTAA the location(s)/ address(es) where printing and lamination of awarded quantity will be started (which should not be other than those premises of printing press(s) and binding house(s) owned or declared at the time of Technical Bid Submission), otherwise, action will be taken as per clause 28, ITB of bidding document. The bidder shall be bound for printing and lamination under one roof as per technical evaluation declared machines in bidding documents.
- 25.4 Notwithstanding any other provision in this document, PECTAA in order to ensure in public interest, the printing and supply of Title Covers for Single Textbooks/ PNBs/ Textbooks for PEF and Literacy and NFBE Department for Academic Session 2026-27 to Government Institutions, shall have the right to withdraw the award in part or whole, if the Bidder fails to comply with timelines mentioned in the Bidding Documents regarding stock of Bleached board/ Art Paper and printing/supply of each installment of Title Covers for Single Textbooks/PNB/ Textbooks for PEF and Literacy and NFBE Department for Academic Session 2026-27 and award the same to the 2<sup>nd</sup> lowest Bidder at the risk and cost of the 1<sup>st</sup> lowest Bidder who failed to perform the work awarded and so on.
26. **Piracy Checking** 26.1 The Bidder shall not use any printing press or binding facility of any Printer involved in piracy of any Textbook / Primer / Jacket / Practical Note Book / SRM etc. of PECTAA. In case of non-compliance, penalty shall be imposed as specified in Clause 20.2 (9) of the GCC and proceedings shall be initiated under the relevant (criminal) law.
27. **Disqualification of Bidder** 27.1 The procuring agency shall disqualify a bidder on the ground that he had provided false, fabricated or materially incorrect information at any stage of procurement process. The 2<sup>nd</sup> lowest bidder will be offered to execute the job @ 1<sup>st</sup> lowest evaluated bidder and so on accordingly.
28. **Sub- Letting** 28.1 The bidder shall not sub-let the job awarded. He shall be bound to execute the entire work at his own premises. Any deviation or sub-letting shall result in disqualification of the bidder, forfeiture of Performance Security and Blacklisting of the Firm.
29. **Same financial proposal of one Package** 29.1 If a financial proposal of two or more Bidders will be found same against one **Package** of Title Covers for textbooks at the time of Financial Opening, the said lowest Bidders will be asked to resubmit sealed financial proposals in the presence of “Procurement Committee” at the same time and date. If the Bidders offer again the same rate, such offers shall not be entertained, and said **Package** of Title Cover for textbooks will be retendered.

- 30. Completion of PECTAA's work on a priority basis**
- 30.1 The lowest evaluated bidders/ firms/ Joint Ventures/ Consortium etc. are bound to print the awarded work of PECTAA on top priority. If any other type of printing work will be started without completing all of awarded work of PECTAA, the Performance Security of said Firms/ Joint Venters/ Consortium, etc. shall be fortified, and said Firms/ Joint Venters/ Consortiums etc. shall be blacklisted.
- 30.2 The Bidder shall complete his assignment within the stipulated time. In case any Bidder cannot complete supply beyond 30 days as mentioned in supply of schedule of Bidding Documents, then award of the Firm may be cancelled for current Academic Session as well as the bidder may not be eligible to participate in the bidding process for next two years of PECTAA.
- 31. Fraud and Corruption**
- 31.1 It is the Government of the Punjab's policy to require that Bidders and their authorized agents shall observe the highest standards of propriety during the bidding process. For this purpose, "corrupt practice" has been defined in PPRA Act 2009 and the meaning of "corrupt and fraudulent practices" has been defined Punjab Procurement Rules 2014.
- 31.2 The Procuring Agency shall reject an application/ bid if it determines that the Bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices as referred above.
- 31.3 If the Procuring Agency, at any time, determines that the Bidder has directly or through an agent, been engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for this bidding process, it shall disqualify the Bidder and undertake further measures under PPR-14.

## Section II. Bid Data Sheet

The following specific data for the printing, binding and supply shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

<b>General</b>	
<b>1.</b>	Name of Procuring Agency: -Punjab Education Curriculum Training and Assessment Authority (PECTAA)
<b>2.</b>	The number of the Invitation for Bids is: PECTAA/PROC/06/FY25-26/TC-STB-ALP-GPE-STG/AS26-27
<b>CONTENTS OF BIDDING DOCUMENTS</b>	
<b>3.</b>	Address for clarification of bids purposes only:  <b>DIRECTOR PROCUREMENT</b> Punjab Education Curriculum Training and Assessment Authority Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore Ph # +92-042-99260144
<b>Preparation of Bids</b>	
<b>4.</b>	Alternative bids <i>shall not</i> be considered.
<b>5.</b>	“Final destination/site”: Lahore Pakistan (A Bidder is responsible to supply to the final destination / Godown).  The Bidder shall quote the price inclusive of the inland transportation and other local services required to deliver the supplies at designated warehouse(s) in Lahore including all taxes levied by the Government including GST also (if applicable).
<b>6.</b>	Prices quoted by the Bidder shall be: as per technical specifications.
<b>7.</b>	The bid validity period shall be: <b>90 days</b> from the opening of Technical Bid.
<b>8.</b>	<p>a. The Bidder shall submit the original Pay Order/Demand Draft/CDR of the Bid Security in favour of PECTAA in the tender box within the bid submission time. Copies thereof shall be attached with the Technical Bid and uploaded on EPADS.</p> <p>b. The Bidder shall submit Pay Orders amounting to <b>Rs. 17,500/-</b> (non-refundable) for each Coated Bleached Board/ Art Paper sample in favour of PECTAA as the test fee of samples in the tender box within the bid submission time. Copies thereof shall be attached with the Technical Bid and uploaded on EPADS.</p>

	c. The Bidder shall attach the e-stamp papers, as required under the Bidding Documents, with the Technical Bid and upload the same on EPADS.																																				
d.	Technical & Financial Bid should be submitted in accordance with EPADS:																																				
<b>Submission and Opening of Bids</b>																																					
e.	<p>10.1 Interested bidders must submit both Technical and Financial Bids online via the EPADS website. Bidders are advised to upload their e-bid well before the deadline.</p> <p>10.2 Particulars of documents to be attached duly signed and stamped by the Bidder.</p> <p><b>(a) Technical Bid:</b></p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Particulars of documents</th> <th>Submission Through</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Bid Submission Sheet (BSS)</td> <td>EPADS only</td> </tr> <tr> <td>2.</td> <td>Bidder Information Sheet (BIS)</td> <td>EPADS only</td> </tr> <tr> <td>3.</td> <td>General Conditions of Contract (GCC)</td> <td>EPADS only</td> </tr> <tr> <td>4.</td> <td>Special Conditions of Contract (SCC)</td> <td>EPADS only</td> </tr> <tr> <td>5.</td> <td>Testing Fee for Coated Bleached Board for Single Textbooks Samples/ Art Paper for PNBs Samples/ Samples for Coated Bleached Board for Textbooks of PEF and Literacy and NFBE Department (Rs.17,500/- per sample non-refundable)</td> <td>Original in Tender Box and Copy through EPADS</td> </tr> <tr> <td>6.</td> <td>Copy of CNIC, valid NTN/valid Sales Tax Number</td> <td>EPADS only</td> </tr> <tr> <td>7.</td> <td>Bid Security in shape of Original Pay Order/Bank Draft/CDR</td> <td>Original in Tender Box and Copy through EPADS</td> </tr> <tr> <td>8.</td> <td>Coated Bleached Board/ Art Paper Samples as per technical specifications and duly signed &amp; stamped by the concerned Bidder. A minimum of three (03) separate sets of samples for Title Covers shall be submitted for Coated Bleached Board for Single Textbooks only, Coated Bleached Board for Textbooks of PEF and Literacy and NFBE Department only, Art Paper for PNBs only, or any combination thereof, as applicable. Each set shall consist of ten (10) sheets</td> <td>Original in Tender Box only</td> </tr> <tr> <td>9.</td> <td>Technical Bid Proforma</td> <td>EPADS only</td> </tr> <tr> <td>10.</td> <td>Required original e-stamp papers as mentioned in Bidding Documents</td> <td>EPADS only</td> </tr> <tr> <td>11.</td> <td>Supply Requirement Section V</td> <td>EPADS only</td> </tr> </tbody> </table>	Sr. No.	Particulars of documents	Submission Through	1.	Bid Submission Sheet (BSS)	EPADS only	2.	Bidder Information Sheet (BIS)	EPADS only	3.	General Conditions of Contract (GCC)	EPADS only	4.	Special Conditions of Contract (SCC)	EPADS only	5.	Testing Fee for Coated Bleached Board for Single Textbooks Samples/ Art Paper for PNBs Samples/ Samples for Coated Bleached Board for Textbooks of PEF and Literacy and NFBE Department (Rs.17,500/- per sample non-refundable)	Original in Tender Box and Copy through EPADS	6.	Copy of CNIC, valid NTN/valid Sales Tax Number	EPADS only	7.	Bid Security in shape of Original Pay Order/Bank Draft/CDR	Original in Tender Box and Copy through EPADS	8.	Coated Bleached Board/ Art Paper Samples as per technical specifications and duly signed & stamped by the concerned Bidder. A minimum of three (03) separate sets of samples for Title Covers shall be submitted for Coated Bleached Board for Single Textbooks only, Coated Bleached Board for Textbooks of PEF and Literacy and NFBE Department only, Art Paper for PNBs only, or any combination thereof, as applicable. Each set shall consist of ten (10) sheets	Original in Tender Box only	9.	Technical Bid Proforma	EPADS only	10.	Required original e-stamp papers as mentioned in Bidding Documents	EPADS only	11.	Supply Requirement Section V	EPADS only
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PECTAA may, at any stage, demand original documents uploaded on EPADS (such as e-stamp papers, etc.), and failure to provide the same shall render the bidder Non-Responsive/ Disqualified.

**(b) Financial Bid:**

Sr. No.	Particulars of documents	Submission Through
1.	Financial Bid Proforma (Original)	EPADS only

<p><b>f.</b></p>	<p><b>Technical Bid shall be submitted through EPADS.</b></p> <p><b>For purpose of submission of Coated Bleached Board/ Art Paper Samples, their testing fee and original instrument of Bid Securities the Procuring Agency’s address is:</b></p> <p>Attention: <u>Director (Procurement), PECTAA</u></p> <p>Address: Committee Room of PECTAA Head office, Adjacent to Pilot School, Link Wahdat Road, Allama Iqbal Town, <b>Lahore</b></p> <p>City: <u>Lahore</u></p> <p>Country: <u>Pakistan</u></p> <p>Telephone: <u>042-99260144</u></p> <p><b>Financial Bids shall be submitted on EPADS only.</b></p> <p>The deadline for the submission of bids is:</p> <p>Date: <b><u>Monday, 09 February 2026</u></b></p> <p>Time: <b><u>10:30 a.m.</u></b></p>
<p><b>g.</b></p>	<p><b>The bid opening shall take place at:</b></p> <p>Address: Committee Room of <b>PECTAA Head office, Adjacent to Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore</b></p> <p>City: <u>Lahore</u></p> <p>Country: <u>Pakistan</u></p> <p>Date: <b><u>Monday, 09 February 2026</u></b></p> <p>Time: <b><u>11:00 a.m.</u></b></p>
<p><b>Evaluation and Comparison of Bids</b></p>	
<p><b>h.</b></p>	<p>The currency that shall be used for bid evaluation and comparison purpose is: <u>Pak Rupees</u></p>
<p><b>i.</b></p>	<p style="text-align: center;"><b>Stamp Duty / Stamp Paper</b></p> <p>The supplier shall execute an agreement on Stamp Paper worth 0.25% of the total value of work awarded.</p>

## Section III. Evaluation and Qualification Criteria

This section contains all the factors, methods and criteria that PECTAA shall use to evaluate a bid of eligible Bidder (as per Clause 2 of ITB) and determine whether a Bidder possesses required qualification.

- a) The Procuring Agency shall examine the application to confirm that all terms and conditions specified in the Bidding Documents have been accepted by the Bidder without any material deviation, condition or reservation.
- b) The Procuring Agency shall evaluate technical aspects through physical inspection and examination of the documents produced by the Bidder.
- c) If, after the initial scrutiny of mandatory documents, the Procuring Agency determines that the application is non-responsive, it shall reject the application straight away.
- d) A responsive application is one that conforms to all mandatory requirements, the terms and conditions, and specifications of the Bidding Documents without material deviation, reservation or omission.
- e) The Financial Bid of those Bidders shall be opened whose **Coated Bleached Board/ Art Paper** samples meet the required specifications as per the test report of **Coated Bleached board/ Art Paper** Testing Laboratory (which PECTAA deems fit).
- f) The Bidder will either be declared as “**Qualified**” or “**Disqualified**” by the Procuring Agency and the result shall be promptly communicated to the Bidder(s) as well as uploaded on the websites of PECTAA, PPRA and EPADS.
- g) Comparative Statement: -  
**The bidder offering the lowest rate in the respective Package of Title Covers would be the lowest evaluated bidder (Based on Least Cost Method).**
- h) After opening of Financial Bid through EPADS, the successful Bidders shall be awarded the work for which they are entitled under PPRA Rules, 2014.

**Note:** For the purpose of evaluation of bids, the documents uploaded on the EPADS shall prevail.

## **A. List of Mandatory Documents/ Requirements**

**The following “mandatory documents” must be submitted as a part of Technical Bid by the Bidder. Failure to submit the “mandatory documents” will render the Bidder to be “NON-RESPONSIVE” which shall be rejected straight away and shall not be considered for evaluation.**

- 1) Duly filled in, signed and stamped “Bid Submission Sheet” (**Appendix-A**).
- 2) Duly filled in, signed and stamped “Bidders Information Sheet Other than JV/ Consortium” (where applicable) (**Appendix-B**).
- 3) Duly filled in, signed and stamped “Bidder Information Sheet for Lead Bidder of JV/ Consortium” (where applicable) (**Appendix-C-1**).
- 4) Duly filled in, signed and stamped “Bidder Information Sheet for other than Lead Bidder of JV/ Consortium” (where applicable) (**Appendix-C-2**).
- 5) Duly filled in, signed and stamped “Form for Bank Statements of Last Two years (F.1)” (**Appendix-D**). (Under this category, securing **at least 50%** of the marks, i.e. 10 marks, shall be **mandatory** to qualify technically; otherwise, the bidder shall be considered **disqualified**)
- 6) Duly filled in, signed and stamped “Form for Income Tax Chargeable in Last Two Tax Year 2023 and 2024 (F.2)” (**Appendix-E**).
- 7) Duly filled in, signed and stamped “Form for Average bank balance of 24 Months (F.3)” (**Appendix-F**).
- 8) Duly filled in, signed and stamped “Form for Financial Value of Similar Contracts (F.4)” (**Appendix-G**).
- 9) Duly filled in, signed and stamped “Sales Tax Form (F.5)” (**Appendix-H**).
- 10) Duly filled in, signed and stamped “Printing Capacity Evaluation Form-1 (T.1)” (**Appendix-I**). (Under this category, securing **at least 50%** of the marks, i.e. 20 marks, shall be **mandatory** to qualify technically; otherwise, the bidder shall be considered **disqualified**)
- 11) Duly filled in, signed and stamped “Lamination Facility Evaluation Form-2 (T.2)” (**Appendix-J**).
- 12) Duly filled in, signed and stamped “Human Resource Evaluation Form-3 (T.3)” (**Appendix-K**).
- 13) Duly filled in, signed and stamped “Storage Facility/ Godown Evaluation Form-4 (T.4)” (**Appendix-L**).
- 14) Duly filled in, signed and stamped “Alternate Power/ Genset Evaluation Form-5 (T.5)” (**Appendix-M**).
- 15) Duly filled in, signed and stamped “Computer to Plate Facility Evaluation and Design House Evaluation Form-6 (T.6)” (**Appendix-N**).
- 16) Copy of active NTN certificate of the Bidder. In case of Consortium/ JV, the active NTN certificates of all the members must be submitted (The active NTN certificate shall be verified from the website of FBR).
- 17) Copy of valid STRN certificate of the Bidder. In case of Consortium/ JV, the valid STRN certificate of the Lead Bidder must be provided.

- 18) Income tax return of last two years of the Bidder. In case of JV/ Consortium, the Income tax returns of last two years of the Lead Bidder shall be provided.
- 19) Sales tax returns of last two year of the Bidder. In case of JV/ Consortium, the Sales tax returns of last two years of the Lead Bidder shall be provided.
- 20) Affidavit on a E-Stamp Paper of Rs. **300/-** that the Bidder is not currently blacklisted by Procuring Agency and also not declared as bankrupt during last five years. In case of JV/ Consortium, this affidavit must be provided in respect of all members.
- 21) The Bidder shall provide an affidavit on a E-Stamp Paper of Rs. **300/-** that it has not been involved and convicted in piracy of textbooks of PECTAA/ any other textbook board of federating units of Pakistan and no criminal case is registered against the Bidder in this regard or any criminal proceeding is pending against the Bidder (either in JV/ consortium or in individual capacity).
- 22) Original Bank statements of the Bidder duly signed and stamped by concerned bank branch manager for last two financial years (in case of consortium and JV, all members shall submit the bank statements for last two years).
- 23) Press Declaration Certificate of the Bidder (in case of JV/ Consortium, it is obligatory that at least one of the members must have Press Declaration Certificate which shall be submitted along with the application). Bidder will be bound to produce original on demand of the Procuring Agency which reserves the right to get the same verified from concerned authority, if required.
- 24) The original agreement of JV/ Consortium signed on E-Stamp Paper of Rs. **3,000/-** duly signed and stamped by all the members.
- 25) The prescribed forms (Appendices A to N), in case of JV/ Consortium, must be filled in, signed and stamped separately by each member of the JV/ Consortium.
- 26) Copy of valid CNIC's of the Bidder (in case of AOP, consortium or JV, copy of CNIC of all members)
- 27) Copy of the evidence of the ownership of the Land/ Building/ Equipment/ Machine etc. regarding relevant Printing Press/ Godown etc. In case of rent agreement, the rent agreement must be made on E-Stamp Paper of Rs. **3,000/-** by submitting required stamp duty.
- 28) All documents are duly signed by the Bidder or authorized signatory.

**Note -1:** *All Stamp Papers must be E-Stamp Paper.*

**Note -2:** *All of the above documents (as per applicability) are mandatory to be attached along with the Technical Bid. If a mandatory document is not attached, the bid shall be considered as "NON-RESPONSIVE" and shall be rejected straight away.*

## B. Qualification for Technical Evaluation Criteria

- 1) The Procuring Agency shall use the Technical Score Card System shown below to determine the capacity of the Bidder. The Bidder shall be evaluated in number of areas as mentioned in the score card and will have to meet the minimum threshold to qualify.
- 2) Evaluation Criteria is as under:

Sr. #	Benchmark	Total Marks	Weightage	Maximum Marks
1	Operational Strength	100	70%	70
2	Economic Resilience	100	30%	30
Total		200	100%	100

- 3) Total marks as per weightage are 100 and minimum marks of qualifying are **70**.
- 4) In case of JV/ Consortium, the Lead Bidder at its own must obtain at least 75% marks of the total marks obtained by the JV/ Consortium.
- 5) As per Rule 17(4), the PPRA Rules, 2014 and EPADS, the Procuring Agency / PECTAA shall communicate reasons to Bidder(s) who has/ have not been qualified, if it is requested by the Bidder.

**PART-I: OPERATIONAL STRENGTH (100 MARKS)**

Sr. No.	Particulars	Description/ Distribution of Marks	Maximum Marks										
T.1	<p><b>Printing Capacity:</b></p> <p>i. Only four colors and above machine will be considered.</p> <p>ii. Minimum one ‘Four Color Machine’ is mandatory, otherwise, Bidder shall be <b>“Disqualified”</b>.</p> <p>iii. No marks shall be given if the Printing Machine Size will be less than 23”x36”.</p> <p>iv. Under this category, securing <b>at least 50%</b> of the marks, i.e. 20 marks, shall be <b>mandatory</b> to qualify technically; otherwise, the bidder shall be considered <b>disqualified</b></p>	<table border="1"> <thead> <tr> <th data-bbox="691 360 1051 517">Model of Printing Machine</th> <th data-bbox="1051 360 1259 517">Points Assigned for Each Machine</th> </tr> </thead> <tbody> <tr> <td data-bbox="691 517 1051 562">Less than 1990</td> <td data-bbox="1051 517 1259 562">0</td> </tr> <tr> <td data-bbox="691 562 1051 607">From 1990 up to 2000</td> <td data-bbox="1051 562 1259 607">8</td> </tr> <tr> <td data-bbox="691 607 1051 651">Above 2000 to 2010</td> <td data-bbox="1051 607 1259 651">10</td> </tr> <tr> <td data-bbox="691 651 1051 696">Above 2010</td> <td data-bbox="1051 651 1259 696">12</td> </tr> </tbody> </table>	Model of Printing Machine	Points Assigned for Each Machine	Less than 1990	0	From 1990 up to 2000	8	Above 2000 to 2010	10	Above 2010	12	40
Model of Printing Machine	Points Assigned for Each Machine												
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From 1990 up to 2000	8												
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Above 2010	12												
T.2	<p><b>Lamination Capacity</b></p> <p>i. Minimum one ‘<i>Fully Automatic Sheet to Sheet Lamination Machine</i>’ (Biaxially oriented polypropylene Matt Lamination Machine) is mandatory, <i>said machine must have combined facility of lamination, heating and cutting of sheets in one processing unit</i>, Bidder will have to show said machine in working condition and be able to laminate without any defect and fault, otherwise, Bidder shall be <b>‘Disqualified’</b>.</p> <p>ii. <i>Printing and Lamination facility should be under one roof.</i></p>	<table border="1"> <thead> <tr> <th data-bbox="671 1111 1062 1223">Number of Fully Automatic Sheet to Sheet Lamination Machines</th> <th data-bbox="1062 1111 1256 1223">Max. Points</th> </tr> </thead> <tbody> <tr> <td data-bbox="671 1223 1062 1290">1</td> <td data-bbox="1062 1223 1256 1290">10</td> </tr> <tr> <td data-bbox="671 1290 1062 1357">2</td> <td data-bbox="1062 1290 1256 1357">20</td> </tr> <tr> <td data-bbox="671 1357 1062 1424">3 or more</td> <td data-bbox="1062 1357 1256 1424">30</td> </tr> </tbody> </table>	Number of Fully Automatic Sheet to Sheet Lamination Machines	Max. Points	1	10	2	20	3 or more	30	30		
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3 or more	30												

T.3	<p><b>Human Resource of Printing Press:</b></p> <p>Provide detail of employees on T.3 Form along with attested copies of CNIC and list of salary sheet (duly signed &amp; stamped by the Bidder/ owner).</p>	<p>➤ <b>Production/ Quality Assurance Manager:</b> (2.0) (Minimum Education: Graduation/ DAE)</p> <p>➤ <b>Human Resource Manager/ Executive:</b> (1.0) (Minimum Education: Graduation)</p> <p>➤ <b>Accountant:</b> (2.0) (Min. I.Com or equivalent)</p> <p>➤ <b>Skilled Employees</b> (10.0)</p> <table border="1" data-bbox="715 504 1225 792"> <thead> <tr> <th>No of Skilled Workers</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 1</td> <td>0</td> </tr> <tr> <td>1-10</td> <td>4</td> </tr> <tr> <td>11-20</td> <td>6</td> </tr> <tr> <td>20-30</td> <td>8</td> </tr> <tr> <td>Above 30</td> <td>10</td> </tr> </tbody> </table>	No of Skilled Workers	Points Assigned	Less than 1	0	1-10	4	11-20	6	20-30	8	Above 30	10	15
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11-20	6														
20-30	8														
Above 30	10														
T.4	<p><b>Storage Facility/ Godown:</b></p> <p>Storage Facility/ Godown must be within the premises of Printing Press</p>	<table border="1" data-bbox="715 855 1236 1059"> <thead> <tr> <th>Space (Marla)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 10</td> <td>0</td> </tr> <tr> <td>10 to 20</td> <td>2.5</td> </tr> <tr> <td>Above 20</td> <td>5.0</td> </tr> </tbody> </table>	Space (Marla)	Points Assigned	Less than 10	0	10 to 20	2.5	Above 20	5.0	5				
Space (Marla)	Points Assigned														
Less than 10	0														
10 to 20	2.5														
Above 20	5.0														
T.5	<p><b>Alternate Power/ Genset:</b></p> <p>(It shall be in working condition and within the premises of printing press.)</p>	<table border="1" data-bbox="715 1126 1236 1330"> <thead> <tr> <th>Power (KVA)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 150</td> <td>0</td> </tr> <tr> <td>150 – 250</td> <td>2</td> </tr> <tr> <td>More than 250</td> <td>5</td> </tr> </tbody> </table>	Power (KVA)	Points Assigned	Less than 150	0	150 – 250	2	More than 250	5	5				
Power (KVA)	Points Assigned														
Less than 150	0														
150 – 250	2														
More than 250	5														
T.6	Computer to Plate (CTP) Facility and Design House	<table border="1" data-bbox="671 1373 1278 1626"> <thead> <tr> <th>Description</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Availability of Computer to Plate Machine and Design House</td> <td>5</td> </tr> </tbody> </table>	Description	Points Assigned	Availability of Computer to Plate Machine and Design House	5	5								
Description	Points Assigned														
Availability of Computer to Plate Machine and Design House	5														
<b>Total Marks (A)</b>			<b>100</b>												
<b>Marks Obtained as per Weightage (A x 70%) = (B)</b>															

**PART-II: ECONOMIC RESILIENCE (100 MARKS)**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Description/ Distribution of Marks</b>	<b>Maximum Marks</b>														
F.1	<p>Bank Statements for last two years [i.e. 01.07.2023 to 30.06.2025]</p> <p><i>(Must be verified by the concerned Bank Branch Manager)</i></p> <p>Under this category, securing <b>at least 50%</b> of the marks, i.e. 10 marks, shall be <b>mandatory</b> to qualify technically; otherwise, the bidder shall be considered <b>disqualified</b></p>	<table border="1"> <thead> <tr> <th>Total deposit in bank for last two years (Credit Side) (Rs. in Million)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 100</td> <td>0</td> </tr> <tr> <td>100 to 150</td> <td>4</td> </tr> <tr> <td>Above 150 to 200</td> <td>8</td> </tr> <tr> <td>Above 200 to 250</td> <td>12</td> </tr> <tr> <td>Above 250 to 300</td> <td>16</td> </tr> <tr> <td>Above 300</td> <td>20</td> </tr> </tbody> </table>	Total deposit in bank for last two years (Credit Side) (Rs. in Million)	Points Assigned	Less than 100	0	100 to 150	4	Above 150 to 200	8	Above 200 to 250	12	Above 250 to 300	16	Above 300	20	20
Total deposit in bank for last two years (Credit Side) (Rs. in Million)	Points Assigned																
Less than 100	0																
100 to 150	4																
Above 150 to 200	8																
Above 200 to 250	12																
Above 250 to 300	16																
Above 300	20																
F.2	<p>Income Tax Chargeable in last two Tax Year 2023 and 2024</p> <p><i>(Attach copy of Income Tax Returns alongwith Income tax deducted/ paid with deduction certificates/ copy of challan) Online verification of ATL</i></p>	<table border="1"> <thead> <tr> <th>Income Tax (Rs. in Million)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 1</td> <td>0</td> </tr> <tr> <td>1 to 2</td> <td>4</td> </tr> <tr> <td>Above 2 to 4</td> <td>8</td> </tr> <tr> <td>Above 4 to 6</td> <td>12</td> </tr> <tr> <td>Above 6 to 8</td> <td>16</td> </tr> <tr> <td>Above 8</td> <td>20</td> </tr> </tbody> </table>	Income Tax (Rs. in Million)	Points Assigned	Less than 1	0	1 to 2	4	Above 2 to 4	8	Above 4 to 6	12	Above 6 to 8	16	Above 8	20	20
Income Tax (Rs. in Million)	Points Assigned																
Less than 1	0																
1 to 2	4																
Above 2 to 4	8																
Above 4 to 6	12																
Above 6 to 8	16																
Above 8	20																
F.3	<p>Average bank balance of 24 months w.e.f. 01.07.2023 to 30.06.2025.</p> <p><i>Sum of closing balances at last day of every month divided by 24. (Attach bank wise/ account wise monthly closing balance statement on a separate sheet of each account, <b>otherwise no marks shall be granted</b>)</i></p>	<table border="1"> <thead> <tr> <th>Average bank balance (Rs. in Million)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 1.0</td> <td>0</td> </tr> <tr> <td>1.0 to 2.5</td> <td>4</td> </tr> <tr> <td>Above 2.5 to 5.0</td> <td>8</td> </tr> <tr> <td>Above 5.0 to 10</td> <td>12</td> </tr> <tr> <td>Above 10 to 15</td> <td>16</td> </tr> <tr> <td>Above 15</td> <td>20</td> </tr> </tbody> </table>	Average bank balance (Rs. in Million)	Points Assigned	Less than 1.0	0	1.0 to 2.5	4	Above 2.5 to 5.0	8	Above 5.0 to 10	12	Above 10 to 15	16	Above 15	20	20
Average bank balance (Rs. in Million)	Points Assigned																
Less than 1.0	0																
1.0 to 2.5	4																
Above 2.5 to 5.0	8																
Above 5.0 to 10	12																
Above 10 to 15	16																
Above 15	20																

F.4	<p><b>Financial Value of Similar Contracts:</b></p> <p><i>Total Value of Contracts for the period from 01.07.2023 to 30.06.2025 related to supply of Tile Covers of Textbooks of L&amp;NFB. to the PECTAA and any other Textbook Board in Pakistan.</i></p> <p><i>(Attested copies of Award Letter/ Allocation Letter/ Contract Agreement must be attached, otherwise <b>NO MARKS</b> shall be granted. In case of provision of any bogus/ fake document, the application shall be rejected straight away)</i></p> <p><i>In case of JV/ Consortium, marks will be granted as per the proportionate share of the Bidder declared in the JV/ Consortium. Please attach a copy of agreement of JV/ Consortium to ascertain the proportionate share of work.</i></p>	<table border="1"> <thead> <tr> <th>Contract Amount (Rs. in Million)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 5</td> <td>0</td> </tr> <tr> <td>5-20</td> <td>4</td> </tr> <tr> <td>Above 20 to 100</td> <td>8</td> </tr> <tr> <td>Above 100 to 200</td> <td>12</td> </tr> <tr> <td>Above 200 to 400</td> <td>16</td> </tr> <tr> <td>Above 400</td> <td>20</td> </tr> </tbody> </table>	Contract Amount (Rs. in Million)	Points Assigned	Less than 5	0	5-20	4	Above 20 to 100	8	Above 100 to 200	12	Above 200 to 400	16	Above 400	20	20
Contract Amount (Rs. in Million)	Points Assigned																
Less than 5	0																
5-20	4																
Above 20 to 100	8																
Above 100 to 200	12																
Above 200 to 400	16																
Above 400	20																
F.5	<p><b>Sales Tax:</b></p> <p><i>Sales Tax paid/ deducted for last two years [i.e. 01.07.2023 to 30.06.2025]</i></p>	<table border="1"> <thead> <tr> <th>Sales Tax paid/ deducted (Rs. in Million)</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>Less than 1</td> <td>0</td> </tr> <tr> <td>1 to 2</td> <td>4</td> </tr> <tr> <td>Above 2 to 5</td> <td>8</td> </tr> <tr> <td>Above 5 to 8</td> <td>12</td> </tr> <tr> <td>Above 8 to 11</td> <td>16</td> </tr> <tr> <td>Above 11</td> <td>20</td> </tr> </tbody> </table>	Sales Tax paid/ deducted (Rs. in Million)	Points Assigned	Less than 1	0	1 to 2	4	Above 2 to 5	8	Above 5 to 8	12	Above 8 to 11	16	Above 11	20	20
Sales Tax paid/ deducted (Rs. in Million)	Points Assigned																
Less than 1	0																
1 to 2	4																
Above 2 to 5	8																
Above 5 to 8	12																
Above 8 to 11	16																
Above 11	20																
		<b>Total Marks (C)</b>	<b>100</b>														
		<b>Marks Obtained as per Weightage (C x 30%)=(D)</b>															
		<b>Total Obtained Marks (B+D)</b>															

## Section IV. Bidding Forms

Sr. No.	Detail
I	Bid Submission Sheet
II	Bidder Information Sheet Other than JV/ Consortium (Where Applicable)
III	Bidder Information Sheet for Lead Bidder of JV/ Consortium (Where Applicable)
IV	Bidder Information Sheet for other than Lead Bidder of JV/ Consortium (Where Applicable)
V	Printing Capacity Evaluation Form-1 (T.1)
VI	Lamination Facilities Evaluation Form-2 (T.2)
VII	Human Resource Evaluation Form-3 (T.3)
VIII	Storage Facility/ Godown Evaluation Form-4 (T.4)
IX	Alternate Power/ Genset Evaluation Form-5 (T.5)
X	Computer to Plate and Design House Facility Evaluation Form-6 (T.6)
XI	Form for Bank Statements of Last Two Years (F.1)
XII	Form for Income Tax Chargeable in last two Tax Year 2023 and 2024 (F.2)
XIII	Form for Average Bank Balance of 24 Months (F.3)
XIV	Form for Financial Value of Similar Contracts (F.4)
XV	Sales Tax Form (F.5)
XVI	Financial Bid Proforma
XVII	Bid Security Proforma

**BID SUBMISSION SHEET**  
**(To be submitted on the letterhead)**

Date: \_\_\_\_\_

Tender No.: \_\_\_\_\_

To

Director Procurement,  
Punjab Education Curriculum Training and Assessment Authority,

Subject: **TITLE CVOERS FOR SINGLE TEXTBOOK/ PNBs AND TITLE COVERS FOR TEXTBOOKS OF L&NFBE AND PEF FOR ACADEMIC SESSION 2026-27**

Dear Sir,

Pursuant to the advertisement of invitation for submission of applications regarding the subject cited above, I/We \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

hereby submit the application in conformity with the Bidding Documents including Addenda No. \_\_\_\_\_ and request to be considered for said Bidding Process.

I/We, the undersigned, do hereby solemnly confirm that:

- (a) I/We have examined, understand, accept the terms and have no reservations to the Bidding Documents, including Addenda No.: \_\_\_\_\_, and undertake to comply with all Bidding procedures in light of all rules, laws and regulations governing the Bidding process as issued by the relevant authorities from time to time;
- (b) I/We accepted the right of the Punjab Education Curriculum Training and Assessment Authority to (i) request additional information reasonably required to assess our application/ bid, (ii) amend the procedures or make clarifications thereof, and (iii) extend or amend the schedule of the bidding;
- (c) I/We declared that all of the information submitted in this Bidding Application, including the enclosed forms and documents, is accurate in all respects and none is fake or bogus document.
- (d) I/We agreed that provision of any wrongful information or fake/ bogus document in this Bidding process shall lead to My/Our disqualification and legal action as per law.
- (e) I/We offer to supply in conformity with the Bidding Documents and in accordance with the delivery schedule specified in the Supply Requirements;
- (f) Our bid shall be valid for the period of **90 days** from the date of opening of Technical Bid in accordance with Clauses 9 & 14, BDS, and it shall remain binding upon us and may be accepted at any time before the expiration of said period;
- (g) If our bid is accepted, we commit to obtaining a performance security in accordance with Clause 21, ITB, and Clause 14, GCC for the due performance of the Contract;
- (h) We or any sister concern(s) is not currently blacklisted by the Procuring Agency.
- (g) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;

- (h) We understand that the Chief Executive Officer, PECTAA reserves the right to increase/decrease the quantity of Title Covers as per PPRA Rules 2014.
- (i) Particular Pay Orders/CDR regarding Bid Security:

Pay Orders/CDR	Dated	Bank Name	Amount (Rs.)
			Total

- (ii) Particular of Pay Orders/CDR regarding Coated Bleached board/ Art Paper Testing Fee:

Pay Order No.	Dated	Bank Name	Amount (Rs.)
Total			

**Signature and Stamp of the Bidder**  
(Lead Bidder in case of JV/ Consortium)

Signed \_\_\_\_\_ in the Capacity of \_\_\_\_\_

Name \_\_\_\_\_

Duly authorized to sign the bid for and on behalf of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_

**“Appendix –B”**

## **BIDDER INFORMATION SHEET**

(Other than JV/ Consortium)

**Date:** \_\_\_\_\_

**1. Category of Bidder:** (Mark  against relevant option)

- a) Printer     b) Publisher     c) Firm     e) Company     g) AOP   
 h) Sole Proprietorship     i) Other: \_\_\_\_\_

**2. Bidder’s Business Information:**

Business Name	
Year of Establishment	
Primary Business Activity	
Address	
Telephone Number	
NTN	
STRN	
Email	
Fax Number	
Name of Authorized Person	
CNIC of Authorized Person	
Contact No. of Authorized Person	
Email of Authorized Person	

**Signature, Name and Stamp of the Bidder**

**“Appendix –C-1”**

## **BIDDER INFORMATION SHEET**

(For Lead Bidder of JV/ Consortium)

**1. Name of JV/ Consortium:** \_\_\_\_\_

**2. Name of Lead Bidder:** \_\_\_\_\_

**3. Particulars of Lead Bidder:**

Business Name	
Year of Establishment	
Primary Business Activity	
Business Address	
Business Telephone Number	
Business NTN	
Business STRN	
Business Email	
Business Fax Number	
Name of Authorized Person	
CNIC of Authorized Person	
Contact No. of Authorized Person	
Email of Authorized Person	

**4. Number of Total Members in JV/ Consortium:** \_\_\_\_\_

**5. Names of Other Members of JV/ Consortium:**

- i. \_\_\_\_\_
- ii. \_\_\_\_\_
- iii. \_\_\_\_\_
- iv. \_\_\_\_\_

**Note:** Attach “JV/ Consortium Agreement” on E-Stamp Paper of Rs. **3,000/-**.

**Signature and Stamp of the Lead Bidder**

**“Appendix –C-2”**

**BIDDER INFORMATION SHEET**

(For Other than Lead Bidder of JV/ Consortium)

**1. Name of JV/ Consortium:**

\_\_\_\_\_

**2. Name of Bidder, Other than Lead Bidder:** \_\_\_\_\_

**3. Particulars of Bidder, Other than Lead Bidder:**

Business Name	
Year of Establishment	
Primary Business Activity	
Business Address	
Business Telephone Number	
Business NTN	
Business STRN	
Business Email	
Business Fax Number	
Name of Authorized Person	
CNIC of Authorized Person	
Contact No. of Authorized Person	
Email of Authorized Person	

**Signature and Stamp of the Other than Lead Bidder**

**Note:** Please use C-2 Proforma for all members of JV/ Consortium other than Lead Bidder separately and annex with the application.

**TECHNICAL BID PROFORMA**



## Lamination Capacity Evaluation Form-2 (T.2)

- a) Name of Bidder: \_\_\_\_\_
- b) Address & Telephone: \_\_\_\_\_
- c) Name of Owner: \_\_\_\_\_

Minimum one ‘*Fully Automatic Sheet to Sheet Lamination Machine*’ (Biaxially oriented polypropylene Matt Lamination Machine) is mandatory, *said machine must have combined facility of lamination, heating and cutting of sheets in one processing unit*, Bidder will have to show said machine in working condition, otherwise, Bidder shall be ‘**Disqualified**’.

Sr. #	Make & Model	Capacity Of Lamination (Sheets per hour)
1		
2		
3		

**Signature of Bidder with Stamp**

“Appendix -F”

**Human Resource Evaluation Form-3 (T.3)**

a) Name of Bidder: \_\_\_\_\_

b) Name of Printing Press: \_\_\_\_\_

c) **Detail of Staff / Employees/ Work Force:**

<b>Detail of Production/ Quality Assurance Manager</b>					
<b>Sr. No.</b>	<b>Name</b>	<b>Education</b>	<b>CNIC #</b>	<b>Monthly Salary (PKR)</b>	<b>Date of Joining</b>
1					

<b>Detail of human Resource Manager/ Executive</b>					
<b>Sr. No.</b>	<b>Name</b>	<b>Education</b>	<b>CNIC #</b>	<b>Monthly Salary (PKR)</b>	<b>Date of Joining</b>
1					

<b>Detail of Accountant</b>					
<b>S. No.</b>	<b>Name</b>	<b>Education</b>	<b>CNIC #</b>	<b>Monthly Salary (PKR)</b>	<b>Date of Joining</b>
1					

<b>Detail of Skilled Employees</b>						
<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Education</b>	<b>CNIC #</b>	<b>Monthly Salary (PKR)</b>	<b>Date of Joining</b>
1						
2						
3						
4						
5						
6						

7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

**Notes:**

- i. Provide the above-mentioned detail of employees along with attested copies of CNIC and list of salary sheet (duly signed & stamped by the Bidder/ owner).
- ii. Supporting staff such as drivers, guards, sweepers, cleaners etc. will not to be considered.
- iii. Extra copy may be used for additional information.

**Signature of Bidder with Stamp**

**“Appendix -G”**

## **Storage Facility/ Godown Evaluation Form-4 (T.4)**

a) Name of Bidder: \_\_\_\_\_

b) Address: \_\_\_\_\_

Within Premises of Printing Press (Yes/No)	Covered Area (Marla)

**Notes:**

- i. *The storage facility/ Godown must be exclusively used for storage of Coated Bleached board/ Art Paper & Books only. Spaces available at printing presses shall not be considered as storage facility/ Godown.*
- ii. *The storage facility/ Godown must be in good condition.*
- iii. *Fire alarm and firefighting equipment must be installed.*

**Signature of Bidder Stamp**

## Alternate Power/ Genset Evaluation Form-5 (T.5)

- a) Name of Bidder: \_\_\_\_\_
- b) Address of Printing Press: \_\_\_\_\_
- c) Alternate power facilities (Yes/ No) \_\_\_\_\_

Sr. #	Make & Model	Capacity Of Power Generator (KVA)

**Note:** Generator must be in operational condition. If during the inspection, it is found not operational, marks will not be awarded.

**Signature of Bidder with Stamp**

“Appendix – I”

## Computer to Plate (CTP) Facility and Design Facility Evaluation Form-6 (T.6)

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

<b>CTP Machine and Design House are available (Yes/No)</b>	<b>Make &amp; Model of CTP Machine</b>

**Note:** Computer to plate must be in operational condition. If during the inspection, it is found not operational, marks will not be awarded.

**Signature of Bidder with Stamp**

“Appendix – J”

## FORM FOR BANK STATEMENTS OF LAST TWO YEARS (F.1)

Name of Bidder/ Member of JV or Consortium: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

<b>Deposit (Credit Side of Bank Statement Only)</b>						
<b>Title of Account</b>	<b>Account No.</b>	<b>Name of Bank</b>	<b>Name of Branch</b>	<b>Amount (Rs. in Million)</b>		
				<b>01.07.2023 to 30.06.2024</b>	<b>01.07.2024 to 30.06.2025</b>	<b>Total</b>
<b>Grand Total</b>						

(Fill the Proforma and attach copies of bank statements duly verified by concerned bank branch manager)

**Signature of Bidder with Stamp**

“Appendix – K”

**FORM FOR INCOME TAX CHARGEABLE IN LAST TWO  
TAX YEAR 2023 AND 2024 (F.2)**

Name of Bidder/ Member of JV or Consortium: \_\_\_\_\_

Address: \_\_\_\_\_

NTN No. \_\_\_\_\_, Contact No.: \_\_\_\_\_

Income Tax Chargeable for previous two completed Tax Years to be corroborated with evidence. (Attach Income Tax Returns for last two tax years 2023 and 2024 along with Income Tax deducted /paid/ deduction certificate/copy of challan)

<b>Income Tax Return Year</b>	<b>Amount of Income Tax (Rs. in Million)</b>
2023	
2024	
<b>Total</b>	

**Signature of Bidder with Stamp**

“Appendix – L”

## FORM FOR AVERAGE BANK BALANCE OF 24 MONTHS (F.3)

Name of Bidder/ Member of JV or Consortium: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

The information to be filled in the following table shall be corroborated through the bank statements duly verified by the bank manager.

-	<b>Closing Balance as of Last Date of the Each Month (Rs. in Million)</b>			
Title of Account				Total
Account No.				
Name of Bank				
Name of Branch				
-	A	B	C	E = A+B+C
July – 2023				
August – 2023				
September – 2023				
October – 2023				
November – 2023				
December – 2023				
January – 2024				
February – 2024				
March – 2024				
April – 2024				
May – 2024				
June – 2024				
July – 2024				
August – 2024				
September – 2024				
October – 2024				
November – 2024				
December – 2024				
January – 2025				
February – 2025				
March – 2025				
April – 2025				
May – 2025				
June – 2025				
<b>Total</b>				

**Signature of Bidder with Stamp**

“Appendix – M”

## FORM FOR FINANCIAL VALUE OF SIMILAR CONTRACTS (F.4)

Name of Bidder/ Member of JV or Consortium: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Total financial value of similar contracts relating to publication/ supply of Title Covers of Single Textbooks/ PNBs for Academic Session 2025-26 / Textbooks of PEF and Literacy and NFBE Department for the Academic Session 2026-27 and etc. during last two years [i.e. 01.07.2023 to 30.06.2025].

Financial Year	Total Financial Value of Similar Contracts (Rs. in Million)						
	PECTAA	KPTB	STBB	BTBB	National Book Foundation, Islamabad	Other Textbook Boards	Total
	A	B	C	D	E	F	F = A+B+C +D+E+F
01.07.2023 to 30.06.2024							
01.07.2024 to 30.06.2025							
<b>Grand Total</b>							

**Signature of Bidder with Stamp**

## SALES TAX FORM (F.5)

Name of Bidder Member of JV or Consortium: \_\_\_\_\_

Address: \_\_\_\_\_

STRN: \_\_\_\_\_, Contact No.: \_\_\_\_\_

Sales Tax paid/ deducted for previous two completed Financial Years to be corroborated with evidence. (Attach Sale Tax Returns for last two financial years [i.e. 01.07.2023 to 30.06.2025] along with Sales Tax deducted /paid/ Sales Tax Returns)

<b>Month</b>	<b>Sales Tax (Deducted/ Paid)</b> (Rs. in Millions)
July – 2023	
August – 2023	
September – 2023	
October – 2023	
November – 2023	
December – 2023	
January – 2024	
February – 2024	
March – 2024	
April – 2024	
May – 2024	
June – 2024	
July – 2024	
August – 2024	
September – 2024	
October – 2024	
November – 2024	
December – 2024	
January – 2025	
February – 2025	
March – 2025	
April – 2025	
May – 2025	
June – 2025	
<b>Total</b>	

**Signature of Bidder with Stamp**

# FINANCIAL BID PROFORMA FOR PROCUREMENT OF TITLE COVERS

## FOR TEXTBOOKS OF LITERACY AND NON-FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION FOUNDATION FOR THE ACADEMIC SESSION 2026-27

1. Name of bidding firm: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Cell No. \_\_\_\_\_
4. Rate per Title Cover of each item will be offered on the basis of all inputs and chargeable taxes, and delivery at PECTAA Godown subject to provision of additional no of title covers of all items @0.5% (FREE OF COST), however, for each type of textbooks with quantities below 1,000, extra Title Covers equal to 2% of the ordered quantity shall be supplied free of cost instead of the 0.5%.

Lot No.	Package No.	Class	Size of Title Covers (Inches x Inches)	Quantity of Title Covers (No. of Title Covers)	Rate per Title Cover (Rs) inclusive of all applicable Taxes	Total Value of Work (Rs.) (Inclusive of all applicable Taxes)
1- ALP/GPE/STG	Package- A to E	Katchi, Pakki, Grade - I to Grade - 8	10x15	1,261,097		

**Total Amount in Words:** \_\_\_\_\_

- Note: 1. Quantities/ Sizes of Title Covers can be increased/ decreased according to final Indent of L&NFBE/ PEF as per PPRA Rules, 2014.
2. The Title Covers of all Acerated Learning Programme Textbooks must prominently display:
    - i. The name and logo of the Literacy & NFBE Department/ the name and logo of PEF
    - ii. The official insignia of the Government of the Punjab
    - iii. The Academic Session 2026-27
    - iv. The Label name "Not for Sale/ Free of Cost"
  3. Classification of Textbooks and mode of medium will be mentioned in the Award Letter.
  4. Total Bid Security at the rate of 2% of the Estimated Price as mentioned in the Bidding Documents.
  5. In case of any decrease in number of pages/ size of tile cover of Textbooks of **LITERACY AND NON-FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION FOUNDATION**, the printing shall be made according to the actual size of title cover mentioned in the design approved by Director Curriculum and Compliance, PECTAA on proportionate basis. The payment shall be made accordingly.
  6. Classification of Textbooks of **LITERACY AND NON-FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION FOUNDATION** and

mode of medium will be mentioned in the Award Letter. **Designs of Title Covers for Final Print will be approved by Curriculum and Compliance Unit of PECTAA.**

Bid Security paid vide Pay Order / C.D.R/Demand Draft amounting to Rs. \_\_\_\_\_  
of Bank \_\_\_\_\_

Dated \_\_\_\_\_ submitted along with Technical Bid.

Name of Proprietor / Director / Partner \_\_\_\_\_

Dated: \_\_\_\_\_ CNIC \_\_\_\_\_

**Note:** Financial Proposal will be evaluated on the total cost of each Package.

Signature & Stamp of Bidder

# FINANCIAL BID PROFORMA

## FOR PROCUREMENT OF TITLE COVERS

### FOR SINGLE TEXTBOOKS THROUGH FRAMEWORK CONTRACT FOR THE

#### ACADEMIC SESSION 2026-27

1. Name of bidding firm: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Cell No. \_\_\_\_\_
4. Rate per Title Cover of each item will be offered on the basis of all inputs and chargeable taxes and delivery at PECTAA Godown subject to provision of 0.5% additional title covers of Single Textbooks (Payable).

Lot. No	Class	Section	Size of Title Covers (Inches x Inches)	Tentative Quantity of Title Covers for STBs (No. of TC)	Rate per Title Cover (Rs per TC) (Inclusive of all applicable Taxes)	Total Value of Work (Rs.) (Inclusive of all applicable Taxes)
2-STB	<b>Class- 6-8</b>	Tarjuma-tul-Quran-ul-Majeed	11.25x17.50	600,000		
3-STB	<b>Class 9-12</b>	Tarjuma-tul-Quran-ul-Majeed	10x15	1,300,000		
4-STB	Kachi/ Class 1 to 3 (STB)	Neela Qaida Kachi/ Primary (Single Textbooks)	11.25x17.25	500,000		
5-STB	Kachi/ XI-XII (STB)	Primer I-2-3 (Open Market) / Work Books	11.25x17.5	400,000		
6-STB	Class-1 (STB)	Primary (Single Textbooks)	11.25x17.5	1,200,000		
7-STB	Class-2 (STB)	Primary (Single Textbooks)	11.25x17.5	1,000,000		
8-STB	Class-3 (STB)	Primary (Single Textbooks)	11.25x17.5	750,000		
9-STB	Class-4 (STB)	Primary (Single Textbooks)	11.25x17.5	900,000		
10-STB	Class-5/ Primary (STB)	Primary (Single Textbooks)	11.25x17.5	1,300,000		
11-STB	Class-6 (STB)	Middle (Single Textbooks)	11.25x17.5	1,650,000		
12-STB	Class-7 (STB)	Middle (Single Textbooks)	11.25x17.5	1,350,000		
13-STB	Class-8/ Middle (STB)	Middle (Single Textbooks)	11.25x17.5	1,150,000		

Lot. No	Class	Section	Size of Title Covers (Inches x Inches)	Tentative Quantity of Title Covers for STBs (No. of TC)	Rate per Title Cover (Rs per TC) (Inclusive of all applicable Taxes)	Total Value of Work (Rs.) (Inclusive of all applicable Taxes)
14-STB	6-8 Optional Subjects (STB)	Primary & Middle (Single Textbooks)	10x15	400,000		
15-STB	IX – X (STB)	Secondary (Single Textbooks)	10x15	20,000,000		
16-STB	XI – XII (STB)	Higher Secondary (Single Textbooks)	10x15	8,000,000		
17-STB	XI – XII (STB)	Higher Secondary (Single Textbooks)	10x15.5	1,500,000		
<b>Total</b>				<b>42,000,000</b>		

### Total Amount in Words

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- Note: 1. Quantities/ Sizes of Title Covers of Single Textbooks can be increased / decreased according to curriculum and demand of Market/ Schools as per PPRA Rules, 2014.
- The Bidder shall offer minimum 25% quantity of the required work for healthy open competition.
  - Total Bid Security at the rate of 2% of the Estimated Price as mentioned in the Bidding Documents.
  - The aforementioned quantities of Title Covers are divided into two categories: the first pertains to those used for the Tarjuma-tul-Quran-ul-Majeed, while the second relates to all other textbooks. A Non-Muslim, as defined under Article 260 of the Constitution of the Islamic Republic of Pakistan, shall not associate or be associated with the printing or publication of the Title Covers of the first category (i.e. the Tarjuma-tul-Quran-ul-Majeed).
  - Designs of Title Covers for Final Print will be approved by Curriculum and Compliance Unit of PECTAA.

Bid Security paid vide Bank Guarantee/ Pay Order / C.D.R/Demand Draft amounting to Rs. \_\_\_\_\_ of Bank \_\_\_\_\_

Dated \_\_\_\_\_ submitted along with Technical Bid.

Name of Proprietor / Director / Partner \_\_\_\_\_

Dated: \_\_\_\_\_ CNIC \_\_\_\_\_

Signature & Stamp of Bidder

# FINANCIAL BID PROFORMA

## FOR PROCUREMENT OF TITLE COVERS

### FOR PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR THE ACADEMIC SESSION 2026-27

1. Name of bidding firm: \_\_\_\_\_
2. Address: \_\_\_\_\_
- Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Cell No. \_\_\_\_\_

Rate per Title Cover of each item will be offered on the basis of all inputs and chargeable of taxes and delivery at PECTAA Godown subject to the provision of an additional number of Title Covers of all items @0.5% (payable)

Lot No.	Section	Size of Title Covers (Inches x Inches)	Tentative Quantity for Title Covers for PNB (No. of TC)	Rate per Title Cover (Rs per TC) (Inclusive of all applicable Taxes)	Total Value of Work (Rs.) (Inclusive of all applicable Taxes)
18-PNB	PNB 9-10 / 11-12	14X20	500,000		
19-PNB	PNB 9-10 / 11-12	14X20.5	500,000		
Total			1000,000		

#### Total Amount in Words

- Note: 1. Quantities of Title Covers of Practical Note Books can be increased/decreased according to the final demand of the Market as per PPRRA Rules, 2014.
2. Total Bid Security at the rate of 2% of the Estimated Price as mentioned in the Bidding Documents.
3. Designs of Title Covers for Final Print will be approved by Curriculum and Compliance Unit of PECTAA.

Bid Security paid vide Bank Guarantee/ Pay Order / C.D.R / Demand Draft amounting to Rs. \_\_\_\_\_ of Bank \_\_\_\_\_

Dated \_\_\_\_\_ submitted along with Technical Bid.

Signature & Stamp of Bidder

**STATEMENT SHOWING  
“ESTIMATED COST AND BID SECURITY”  
FOR TITLE COVERS**

**SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS ETC. THROUGH  
FRAMEWORK CONTRACT AND TEXTBOOKS FOR LITERACY AND NON-  
FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION  
FOUNDATION FOR ACADEMIC SESSION 2026-27**

<b>Lot No.</b>	<b>Class</b>	<b>Description</b>	<b>Size of Title Covers (Inches x Inches)</b>	<b>Quantity of Title Covers (No. of Title Covers)</b>	<b>Estimated Cost (PKR)</b>	<b>Bid Security at the rate of 2% of the Estimated Cost (PKR)</b>
1-ALP/GPE/STG	Katchi, Pakki, Grade - I to Grade - 8	PEF & L&FBE Textbooks (Package- A to E)	10x15	1,261,097	16,394,261	327,886
2-STB	Class- 6-8	Tarjuma-tul-Quran-ul-Majeed	11.25x17.50	600,000	8,550,000	171,000
3-STB	Class 9-12	Tarjuma-tul-Quran-ul-Majeed	10x15	1,300,000	14,300,000	286,000
4-STB	Kachi/ Class 1 to 3 (STB)	Neela Qaida Kachi/ Primary (Single Textbooks)	11.25x17.25	500,000	7,000,000	140,000
5-STB	Kachi/ XI- XII (STB)	Primer I-2-3 (Open Market) / Work Books	11.25x17.5	400,000	5,700,000	114,000
6-STB	Class-1 (STB)	Primary (Single Textbooks)	11.25x17.5	1,200,000	17,100,000	342,000
7-STB	Class-2 (STB)	Primary (Single Textbooks)	11.25x17.5	1,000,000	14,250,000	285,000
8-STB	Class-3 (STB)	Primary (Single Textbooks)	11.25x17.5	750,000	10,687,500	213,750

Lot No.	Class	Description	Size of Title Covers (Inches x Inches)	Quantity of Title Covers (No. of Title Covers)	Estimated Cost (PKR)	Bid Security at the rate of 2% of the Estimated Cost (PKR)
9-STB	Class-4 (STB)	Primary (Single Textbooks)	11.25x17.5	900,000	12,825,000	256,500
10-STB	Class-5/ Primary (STB)	Primary (Single Textbooks)	11.25x17.5	1,300,000	18,525,000	370,500
11-STB	Class-6 (STB)	Middle (Single Textbooks)	11.25x17.5	1,650,000	23,512,500	470,250
12-STB	Class-7 (STB)	Middle (Single Textbooks)	11.25x17.5	1,350,000	19,237,500	384,750
13-STB	Class-8/ Middle (STB)	Middle (Single Textbooks)	11.25x17.5	1,150,000	16,387,500	327,750
14-STB	6-8 Optional Subjects (STB)	Primary & Middle (Single Textbooks)	10x15	400,000	4,400,000	88,000
15-STB	IX – X (STB)	Secondary (Single Textbooks)	10x15	20,000,000	220,000,000	4,400,000
16-STB	XI – XII (STB)	Higher Secondary (Single Textbooks)	10x15	8,000,000	88,000,000	1,760,000
17-STB	XI – XII (STB)	Higher Secondary (Single Textbooks)	10x15.5	1,500,000	16,875,000	337,500
18-PNB	9-10 / 11-12	PNB	14X20	500,000	7,500,000	150,000
19-PNB	9-10 / 11-12	PNB	14X20.5	500,000	7,625,000	152,500
<b>Total</b>				<b>44,261,097</b>	<b>528,869,261</b>	<b>-</b>

Signature &amp; Stamp of Bidder

## Statement Showing Tentative Quantity of Title Covers for Textbooks for Literacy and Non-Formal Basic Education and PEF for Academic Session 2026-27

Sr. No.	Name of Textbook	Name of Package	Class/ Grade	Quantities			
				(No. of Textbooks)			
				PEF	L&NFB (South)	LNFBE GPE STG	Total Quantity
1	Urdu	Package- A	Katchi, Pakki, Grade-I	61662	30000	-	91,662
2	English	Package- A	Katchi, Pakki, Grade-I	61662	30000	-	91,662
3	Math	Package- A	Katchi, Pakki, Grade-I	61662	30000	-	91,662
4	Islamiyat	Package- A	Katchi, Pakki, Grade-I	59330	0	-	59,330
5	Urdu	Package- B	Grade 2 & 3	39778	40000	-	79,778
6	English	Package- B	Grade 2 & 3	39778	40000	-	79,778
7	Math	Package- B	Grade 2 & 3	39778	40000	-	79,778
8	Islamiyat	Package- B	Grade 2 & 3	38361	40000	-	78,361
9	Ethics	Package- B	Grade 2 & 3	1417	1000	-	2,417
10	Masihi Taleem (UM)	Package- B	Grade 2 & 3	1365	0	-	1,365
11	Sanatan Dharam (UM)	Package- B	Grade 2 & 3	26	0	-	26
12	Sikh Dharam (UM)	Package- B	Grade 2 & 3	26	0	-	26
13	Urdu	Package- C	Grade 4 & 5	23674	10000	-	33,674
14	English	Package- C	Grade 4 & 5	23674	10000	-	33,674
15	Math	Package- C	Grade 4 & 5	23674	10000	-	33,674
16	Social Studies	Package- C	Grade 4 & 5	23674	10000	-	33,674
17	Science	Package- C	Grade 4 & 5	23674	10000	-	33,674
18	Islamiyat	Package- C	Grade 4 & 5	22817	10000	-	32,817
19	Ethics	Package- C	Grade 4 & 5	857	1000	-	1,857
20	Masihi Taleem (UM)	Package- C	Grade 4 & 5	810	0	-	810
21	Urdu	Package-D	Grade 6 & 7	15391	0	12,500	27,891

Sr. No.	Name of Textbook	Name of Package	Class/ Grade	Quantities			
				(No. of Textbooks)			
				PEF	L&NFB (South)	LNFBE GPE STG	Total Quantity
22	English	Package-D	Grade 6 & 7	15391	0	12,500	27,891
23	Math	Package-D	Grade 6 & 7	15391	0	12,500	27,891
24	Islamiyat	Package-D	Grade 6 & 7	14737	0	12,500	27,237
25	Social Studies {History, Geography}	Package-D	Grade 6 & 7	15391	0	12,500	27,891
26	General Science	Package-D	Grade 6 & 7	15391	0	12,500	27,891
27	Tarjuma Tul Quran	Package-D	Grade 6 & 7	14737	0	12,500	27,237
28	Computer Science	Package-D	Grade 6 & 7	15391	0	12,500	27,891
29	Ethics	Package-D	Grade 6 & 7	654	0	-	654
30	Masihi Taleem (UM)	Package-D	Grade 6 & 7	607	0	-	607
31	Dress Making	Package-D	Grade 6 & 7	1013	0	-	1,013
32	Beautician	Package-D	Grade 6 & 7	748	0	-	748
33	Basic Graphic Designing	Package-D	Grade 6 & 7	3446	0	-	3,446
34	Introduction to Tourism	Package-D	Grade 6 & 7	697	0	-	697
35	Fundamentals of Cooking	Package-D	Grade 6 & 7	721	0	-	721
36	Applied Electrician	Package-D	Grade 6 & 7	801	0	-	801
37	Plumbing	Package-D	Grade 6 & 7	748	0	-	748
38	HVACR	Package-D	Grade 6 & 7	642	0	-	642
39	Basic of Hotel Management	Package-D	Grade 6 & 7	697	0	-	697
40	Media Production	Package-D	Grade 6 & 7	615	0	-	615
41	Livestock	Package-D	Grade 6 & 7	697	0	-	697
42	Agriculture	Package-D	Grade 6 & 7	695	0	-	695
43	Internet of Things	Package-D	Grade 6 & 7	3871	0	-	3,871
44	Urdu	Package- E	Grade - 8	9495	0	12,500	21,995
45	English	Package- E	Grade - 8	9495	0	12,500	21,995
46	Math	Package- E	Grade - 8	9495	0	12,500	21,995
47	Islamiyat	Package- E	Grade - 8	8961	0	12,500	21,461
48	Social Studies {History, Geography}	Package- E	Grade - 8	9495	0	12,500	21,995
49	General Science	Package- E	Grade - 8	9495	0	12,500	21,995
50	Internet of Things	Package- E	Grade - 8	1834	0	-	1,834
51	Dress Making	Package- E	Grade - 8	670	0	-	670

Sr. No.	Name of Textbook	Name of Package	Class/ Grade	Quantities			
				(No. of Textbooks)			
				PEF	L&NFB (South)	LNFBE GPE STG	Total Quantity
52	Beautician	Package- E	Grade - 8	564	0	-	564
53	Basic Graphic Designing	Package- E	Grade - 8	1939	0	-	1,939
54	Introduction to Tourism	Package- E	Grade - 8	456	0	-	456
55	Fundamentals of Cooking	Package- E	Grade - 8	564	0	-	564
56	Applied Electrician	Package- E	Grade - 8	616	0	-	616
57	Plumbing	Package- E	Grade - 8	564	0	-	564
58	HVACR	Package- E	Grade - 8	457	0	-	457
59	Basic of Hotel Management	Package- E	Grade - 8	458	0	-	458
60	Media Production	Package- E	Grade - 8	457	0	-	457
61	Livestock	Package- E	Grade - 8	458	0	-	458
62	Agriculture	Package- E	Grade - 8	458	0	-	458
63	Computer Science	Package- E	Grade - 8	9495	0	12,500	21,995
<b>Total</b>				<b>761597</b>	<b>312000</b>	<b>187,500</b>	<b>1,261,097</b>

## **PART 2 – SUPPLY REQUIREMENTS (Section V)**

## **Section V. Supply Requirements**

1. Technical Specifications. (**Annexure “O”**)
3. Schedule of Supply (**Annexure “P”**)
4. Schedule of Activities (**Annexure “Q”**)

## Annexure "O"

# 1. TECHNICAL SPECIFICATIONS

## A. TECHNICAL SPECIFICATIONS FOR TITLE COVERS FOR TEXTBOOKS FOR LITERACY AND NON-FORMAL BASIC EDUCATION DEPARTMENT AND PUNJAB EDUCATION FOUNDATION FOR ACADEMIC SESSION 2026-27

Pursuant to GCC 17.1 the Supplier shall ensure that the Title Covers supplied under this Contract shall conform to the technical specifications and standards mentioned below:

- (a) The bidder shall submit minimum 03 sets of samples of **Coated Bleached Board** each sample consists of a minimum of ten (10) sheets of size 20"x30" of each Manufacturer as a specimen in the tender box within bid submission time and upload the copy of Manufacturer certificate/ Authorized Dealer certificate (along with dealership certificate) on EPADS along with Technical Bid, within bid submission time. In case of non-compliance/ incomplete/ less samples, the bidder shall declare non-responsive.
- (b) The Supplier shall submit Pay Orders amounting to Rs. 17,500/- (Non-refundable) for each sample of **Coated Bleached Board** in favor of Punjab Education Curriculum Training and Assessment Authority, Lahore as test-fee of samples in the tender box and upload the copies on EPADS, along with the Technical Bid, within bid submission time.

for Example:      1 Samples X 17,500      = 17,500/-  
                             2 Samples X 17,500      = 35,000/-

- (c) The procurement of good quality Coated Bleached Board as per approved specifications given below is the responsibility of the Supplier/Bidder.

**Coated Bleached Board should be of the following specifications:**

Grammage (GSM)	Burst Factor	Brightness	Front side	Back side	Caliper/thickness
190 (±5 %)	17 (Minimum)	80 (Minimum)	Pure White Coated	Uncoated White /Vanilla Back	280 Micron ±3%

- (d) The Coated Bleached Board should be suitable for 4-color printing (both sides), white, smooth, uniform in thickness/ formation, and one side coated, pulp finished to consist of 100% Coated Bleached Board superior quality pulp free from mechanical pulp and lignified fibers.

Note: The target values and minimum limits of above-mentioned factors are critical while the maximum limits may be flexible keeping in view 'Quality Benefit Analysis'.

- (e) The grammage of the **printed title covers** with BOPP Matt Lamination shall not be less than **202 gsm**.
- (f) The manufacturer certificate or the Bidder's certificate (on the letterhead of the Bidder) regarding compliance with the technical specifications of the Coated Bleached Board should be attached to the technical bid.

- (g) The Title Covers will be printed in 4 colors on both the outer sides and inner sides.
- (h) Imported Glue to be used for lamination shall be of good quality brand or equivalent specifications.
- (j) The Bidder shall use superior branded imported inks.
- (j) The print line must be printed and visible on each title cover.
- (k) The authorized representative(s)/agency/inspection team of PECTAA can inspect the printed Title Covers, as well as the Bleached Board, imported ink, glue, lamination material and other inputs used in printing/lamination, at any stage, before, during, or after the printing/lamination process, either at the premises intimated by the successful Bidder or after delivery of Title Covers/ Textbooks at the warehouses across Punjab. If required, said sample(s) can be tested from any standard laboratory deemed appropriate by the Authority to verify compliance with the technical specifications specified in the Bidding Documents. The laboratory test fee(s) shall be borne by the Bidder.
- (l) For printing of Title Covers, PECTAA shall provide CDs / Artwork of Title Covers. The bidder will submit proof of the Title Cover and will get approval from the Art Cell and Director Curriculum and Compliance, PECTAA as per the given schedule.
- (m) Thickness of BOPP Matt Lamination Film: **12 Micron** (Minimum)
- (n) Printed Title Cover packing of 100 sheets (400 title covers) shall be covered by Kraft Paper or of a minimum of 80 GSM or equivalent/better.
- (o) Details of the Title Cover shall be mentioned on each printed title cover packing for the convenience of PECTAA store at the time of delivery to Bidders.
- (p) In house printing and lamination are mandatory on premises and machinery as mentioned in the evaluation process.
- (q) During the printing process of title covers the Bidder shall arrange an inspection of a team to ensure in-house printing and confirmation of machinery as and when required basis.

**Note: The documents required under technical specifications must be uploaded on the EPADS as part of technical bid.**

## **B. TECHNICAL SPECIFICATIONS FOR TITLE COVERS FOR SINGLE TEXTBOOKS THROUGH FRAMEWORK CONTRACT FOR THE ACADEMIC SESSION 2026-27**

Pursuant to GCC 17.1 the Supplier shall ensure that the Title Covers supplied under this Contract shall conform to the technical specifications and standards mentioned below:

- (a) The bidder shall submit minimum 03 sets of samples of **Coated Bleached Board** each sample consists of a minimum of ten (10) sheets of size 20”x30” of each Manufacturer as a specimen in the tender box within bid submission time and upload the copy of Manufacturer certificate/ Authorized Dealer certificate (along with dealership certificate) on EPADS along with Technical Bid, within bid submission time. In case of non-compliance/ incomplete/ less samples, the bidder shall declare non-responsive.
- (b) The Supplier shall submit Pay Orders amounting to Rs. 17,500/- (Non-refundable) for each sample of **Coated Bleached Board** in favor of Punjab Education Curriculum Training and Assessment Authority, Lahore as test-fee of samples in the tender box and upload the copies on EPADS, along with the Technical Bid, within bid submission time.

for Example:      1 Samples X 17,500      = 17,500/-  
                             2 Samples X 17,500      = 35,000/-

- (c) The procurement of good quality Coated Bleached Board as per approved specifications given below is the responsibility of the Supplier/Bidder.

### **Coated Bleached Board should be of the following specifications:**

<b>Grammage</b>	<b>Burst Factor</b>	<b>Brightness</b>	<b>Front side</b>	<b>Back side</b>	<b>Caliper/thickness</b>
208 – 220 GSM	17 (Minimum)	85 ±4%	Pure white coated	Uncoated white /Vanilla back	285 Micron ±4%

- (d) The Coated Bleached Board should be suitable for 4-color printing (both sides), white, smooth, uniform in thickness/ formation, and one side coated, pulp finished to consist of 100% Coated Bleached Board superior quality pulp free from mechanical pulp and lignified fibers.
- (e) The grammage of the printed title covers with BOPP Matt Lamination shall not be less than **222 gsm**.
- (f) The manufacturer certificate or the Bidder’s certificate (on the letterhead of the Bidder) regarding compliance with the technical specifications of the Coated Bleached Board should be attached to the technical bid.
- (g) The Title Covers will be printed in 4 colors on both the outer sides and inner sides.
- (h) Imported Glue to be used for lamination shall be of good quality brand or equivalent specifications.
- (j) The Bidder shall use superior branded imported inks.
- (j) The print line must be printed and visible on each title cover.
- (k) The authorized representative(s)/agency/inspection team of PECTAA can inspect the printed Title Covers, as well as the Bleached Board, imported ink, glue, lamination material and other inputs used in printing/lamination, at any stage, before, during, or

after the printing/lamination process, either at the premises intimated by the successful Bidder or after delivery of Title Covers/ Textbooks at the warehouses across Punjab. If required, said sample(s) can be tested from any standard laboratory deemed appropriate by the Authority to verify compliance with the technical specifications specified in the Bidding Documents. The laboratory test fee(s) shall be borne by the Bidder.

- (l) For printing of Title Covers, PECTAA shall provide CDs / Artwork of Title Covers. The bidder will submit proof of the Title Cover and will get approval from the Art Cell and Director Curriculum and Compliance, PECTAA as per the given schedule
- (m) Thickness of BOPP Matt Lamination Film: **12 Micron** (Minimum)
- (n) Printed Title Cover packing of 100 sheets (400 title covers) shall be covered by Kraft Paper or of a minimum of 80 GSM or equivalent/better.
- (o) Details of the Title Cover shall be mentioned on each printed title cover packing for the convenience of the PECTAA store at the time of delivery to Bidders.
- (p) In house printing and lamination are mandatory on premises and machinery as mentioned in the evaluation process.
- (q) During the printing process of title covers the Bidder shall arrange an inspection of a team to ensure in-house printing and confirmation of machinery as and when required basis.

**Note: The documents required under technical specifications must be uploaded on the EPADS as part of technical bid.**

## **C. TECHNICAL SPECIFICATIONS FOR TITLE COVERS FOR PRACTICAL NOTEBOOKS THROUGH FRAMEWORK CONTRACT FOR THE ACADEMIC SESSION 2026-27**

Pursuant to GCC17.1 the Supplier shall ensure that the Title Covers for PNB supplied under this Contract shall conform to the technical specifications and standards mentioned below:

- (a) The bidder shall submit minimum 03 sets of samples of **Art Paper** each sample consists of a minimum of ten (10) sheets of size 20"x30" of each Manufacturer as a specimen in the tender box within bid submission time and upload the copy of Manufacturer certificate/ Authorized Dealer certificate (along with dealership certificate) on EPADS along with Technical Bid, within bid submission time. In case of non-compliance/ incomplete/ less samples, the bidder shall declare non-responsive.
- (b) The Supplier shall submit Pay Orders amounting to Rs. 17,500/- (Non-refundable) for each sample of **Art Paper** in favor of Punjab Education Curriculum Training and Assessment Authority, Lahore as test-fee of samples in the tender box and upload the copies on EPADS, along with the Technical Bid, within bid submission time.

for Example:      1 Samples X 17,500      = 17,500/-  
                                 2 Samples X 17,500      = 35,000/-

- (c) The procurement of good quality Art Paper as per the approved specifications given below is the responsibility of the Bidder. The Art Paper should be of the following specifications:

Grammage	Brightness	Thickness	Opacity	Texture	Glazeness
115 ±3%	90 ±3%	92 ±3%	95 ±3%	<b><u>Coated Art Paper</u></b>	Both sides glazed

- (d) The Art Paper should be suitable for 4-color printing (Front Side), white, smooth, uniform in thickness/ formation, and coated, pulp finished consisting of 100% superior quality pulp free from mechanical pulp and lignified fibers.
- (e) The grammage of the printed Title Covers with BOPP Matt Lamination shall not be less than **127 gsm** anyway.
- (f) The manufacturer certificate or the Bidder's certificate (on the letterhead of the Bidder) regarding compliance with the technical specifications of the Coated Art Paper should be attached to the technical bid.
- (g) The Title Covers will be printed in 4-color front side
- (h) The size of title covers in 1-up and 4-up sheets is as under:

Sr. #	Book	1-up sheet size	2-up sheet size
1	Practical Notebooks	14"x20"	20"x28"
2		14"x20.5"	20.5"x28"

- (i) Imported Glue to be used for lamination shall be of good quality brand or equivalent specifications.
- (j) The Bidder shall use superior brand imported inks
- (k) The authorized representative(s)/agency/inspection team of PECTAA can inspect the printed Title Covers, as well as the Art Paper, imported ink, glue, lamination material and other inputs used in printing/lamination, at any stage, before, during, or after the printing/lamination process, either at the premises intimated by the successful Bidder or after delivery of Title Covers/ PNBs at the warehouses across Punjab. If required, said sample(s) can be tested from any standard laboratory deemed appropriate by the Authority to verify compliance with the technical specifications specified in the Bidding Documents. The laboratory test fee shall be borne by the Bidder.
- (l) For printing of Title Covers, PECTAA shall provide CDs / Artwork of Title Covers. The bidder will submit proof of the Title Cover and will get approval from the Art Cell and Director Curriculum and Compliance, PECTAA as per the given schedule.
- (m) **Thickness of BOPP Matt Lamination Film: 12 Micron (Minimum).**
- (n) Printed Title Cover packing of 250 sheets (500 PNB Title Covers) shall be covered by Kraft Paper of minimum 80 GSM or of better quality.
- (o) Detail of Title Covers shall be mentioned on each printed Title Cover Packing for convenience of PECTAA store at the time of delivery to Bidders.
- (p) In house printing & lamination is mandatory on premises and machinery as mentioned in evaluation process.
- (q) During printing process of Title Covers the Bidder shall arrange an inspection of team to insure in house printing and confirmation of machinery as and when required basis.

**Note: The documents required under technical specifications must be uploaded on the EPADS as part of technical bid.**

# TECHNICAL BID PROFORMA

## Production Capacity Evaluation Form for Bidders

### 1. Procurement of Bleached Board/ Art Paper:

- a) Name of Bleached Board (1) \_\_\_\_\_  
Board (2) \_\_\_\_\_  
Manufacturer(s)/ (3) \_\_\_\_\_  
Authorized Dealer (4) \_\_\_\_\_  
(5) \_\_\_\_\_  
(6) \_\_\_\_\_  
(7) \_\_\_\_\_
- b) Number of samples of Bleached Board/ Art Paper of given specification attached \_\_\_\_\_.

When participating in lot(s) of Title Covers for Textbooks of PEF and Literacy and NFBE Department for the Academic Session 2026-27, the bidder shall submit along with the Technical Bid minimum 03 set of Coated Bleached Board samples of **different** Manufactures consisting of a minimum ten (10) sheets of Size 20"x30"/208-220GSM, in accordance with specifications mentioned in the Bidding Documents, as specimen along with Manufacturer certificate/Authorized Dealer certificate (along with dealership certificate).

Additionally, when participating in lot(s) of Single Textbooks through frame work contract for the Academic Session 2026-27, the bidder shall submit along with the Technical Bid minimum 03 set of Coated Bleached Board samples of **different** Manufactures consisting of a minimum ten (10) sheets of 20"x30"/190GSM or 23"x36"/190GSM, in accordance with specifications mentioned in the Bidding Documents, as specimen along with Manufacturer certificate/Authorized Dealer certificate (along with dealership certificate).

Additionally, when participating in lot(s) of Practical Notebooks through frame work contract for the Academic Session 2026-27, the bidder shall submit along with the Technical Bid minimum 03 set of Art Paper samples of **different** Manufacturers consisting of a minimum ten (10) sheets of 20"x28"/115GSM, in accordance with specifications mentioned in the Bidding Documents, as specimen along with Manufacturer certificate/Authorized Dealer certificate (along with dealership certificate).

**Note: All samples should be submitted after folding them twice).**

- c) Specification of the Coated Bleached Board to be used by the bidder for printing; -

## COATED BLEACHED BOARD

**For Textbooks for PEF and Literacy & NFBE Department for the Academic Session 2026-27**

i.	Grammage		ii.	Burst Factor	
iii.	Brightness		iv.	Front Side Coating Status & Shade	
v.	Back Side Coating Status & Shade		vii.	Caliper / Thickness	

## COATED BLEACHED BOARD

**For Framework Contract for Single Textbooks for the Academic Session 2026-27**

i.	Grammage		ii.	Burst Factor	
iii.	Brightness		iv.	Front Side Coating Status & Shade	
v.	Back Side Coating Status & Shade		vii.	Caliper / Thickness	

## ART PAPER

**For Framework Contract for Practical Notebooks for the Academic Session 2026-27**

i.	Texture		ii.	Grammage	
iii.	Thickness		iv.	Opacity	
v.	Brightness		vii.	Glaze-ness	

**Note:** Attach Pay Orders of Rs.17,500/- for each sample as testing fee.

- d) The Bidder shall attach a certificate containing compliance with technical specifications mentioned in Bidding Documents which is to be obtained from the manufacturer /supplier along with the samples.
- e) Successful Bidder shall submit Pay Order of Rs. 52,500/- (i.e. 17,500 x 3) as Bleached Board and Pay Order of Rs. 52,500/- (i.e. 17,500 x 3) as Art Paper testing fee at the time of agreement to ensure the specification from testing lab during verification of stock of Bleached Board and Art Paper or during printing process.
- f) Submission of the abovementioned Coated Bleached Board/ Art Paper testing fee is mandatory for the successful bidder. However, PECTAA may demand additional testing fee(s) for testing of more Coated Bleached Board/ Art Paper sample(s) if required.

**4. Inputs to be used**

(i) Brand of ink \_\_\_\_\_

and its country of origin \_\_\_\_\_

(ii) Brand of BOPP \_\_\_\_\_

Laminating Sheet  
\_\_\_\_\_

**NOTE: The documents required under technical specifications must be uploaded on the EPADS as part of technical bid.**

**NOTE: Bidder shall provide the invoices/ cash memos/purchase receipts of the above inputs if and when required by the procuring agency.**

**Signature & Stamp of  
Bidder**

## Annexure “P”

**2. SCHEDULE OF SUPPLY**

**The Bidder shall supply Title Covers for Single Textbooks/ PNB/ Textbooks for PEF and Literacy and NFBE Department for the Academic Session 2026-27 at PECTAA’s Godown, Lahore in the following installments as detailed below:**

**For PEF and Literacy and NFBE Department:**

<b>Sr. No.</b>	<b>Description</b>	<b>Date (Upto)</b>
1	1 <sup>st</sup> Installment	Saturday, March 14, 2026
2	2 <sup>nd</sup> Installment	Tuesday, March 24, 2026

**For Single Textbooks/ PNB (Under Framework):**

<b>Sr. #</b>	<b>Description of Title Covers</b>	<b>Supply Schedule</b>
1	Single Textbooks for Open Market	Up till <b>Saturday, March 14, 2026</b> minimum <b>25% quantity</b> of Title Cover is required to be supplied. Remaining will be conveyed after the announcement of annual/ additional allocation for the Academic Session 2026-27/ at the time of issuance of Award Letter(s).
2	Practical Note Books for Open Market	Will be conveyed after the announcement of annual/ additional allocation for the Academic Session 2026-27/ at the time of issuance of Award Letter(s).

Signature & Stamp of Bidder

## Annexure “Q”

### 1. SCHEDULE OF ACTIVITIES

Sr. No.	Description	Date (Up to)
1	Issuance of Notification of Award	Monday, March 2, 2026
2	The Bidder shall intimate to the <b>Deputy Director Art Cell</b> in writing for provision of Designs just after issuance of Award through email of the Bidder. (If the designs are delayed due to negligence of the Bidder, the days shall not be condoned)	Monday, March 2, 2026
3	Issuance of Designs of Title Covers through email from Art Cell	Monday, March 2, 2026
4	Submission of Proofs (Computer Prints) at Art Cell (If the designs are delayed due to negligence of the Bidder, the days shall not be condoned)	Wednesday, March 4, 2026
5	Approval of Designs of Title Covers for Final Print from Curriculum and Compliance Unit of PECTAA (Final Print Order)	Friday, March 6, 2026
6	Execution of Agreement / Submission of Performance Guarantee	Thursday, March 12, 2026
7	Inspection of 30% Bleached board/ Art Paper and allied material of total awarded quantity as per approved technical specifications.	Thursday, March 12, 2026
8	Schedule of Supply	Annex-P

Signature & Stamp of Bidder

## **PART 3–CONTRACT (Sections VI-VIII)**

## Section VI. General Conditions of Contract

- 1. Definitions**
- 1.1 The following words and expressions shall have the meanings hereby assigned to them:
- (a) “Contract” means the Contract Agreement entered into between the Procuring Agency and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
  - (b) “Contract Documents” means the documents listed in the Agreement, including any amendment(s) thereto.
  - (c) “Contract Price” means the price payable to the Supplier as specified in the Agreement, subject to such additions and adjustments thereto or deductions therefrom, as may be made pursuant to the terms of the Contract.
  - (d) “Day” means calendar day.
  - (e) “Completion” means the fulfillment of the printing, lamination, and supply of Title Covers by the Supplier in accordance with the terms and conditions set forth in the Contract.
  - (f) “GCC” means the General Conditions of Contract.
  - (g) “Title Covers means the Title Covers of Single Textbooks/ Practical Note Books/ Textbooks for Punjab Education Foundation and Literacy and Non-formal Basic Education Department for the Academic Session 2026-27.”
  - (h) “Procuring Agency” means the entity purchasing the Title Covers as specified in the SCC i.e., PECTAA, Lahore hereinafter referred as PECTAA.
  - (i) “SCC” means the Special Conditions of Contract.
  - (j) “Supplier” means an Bidder for the period of Academic Session of 2026-27 for Title Cover of Textbooks.
  - (k) “Installment” means equal installment as given in Section-V; Supply Requirements.
- 2. Contract Documents**
- 2.1 Subject to the order of precedence set forth in the Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory.
- 3. Assignment**
- 3.1 Neither the Procuring Agency nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.
- 4. Bid Security**
- 4.1 As in Clause 11, ITB.

- 5. Notices**
- 5.1 Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the SCC. The term “in writing” means communicated in written form with proof of receipt.
- 5.2 A notice shall be effective when delivered or on the notice’s effective date, whichever is later.
- 6. Governing Law**
- 6.1 The Contract shall be governed by and interpreted in accordance with the Laws of Pakistan/the Punjab, in vogue.
- 7. Settlement of Disputes**
- 7.1 The Procuring Agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 7.2 If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Agency or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with Clause 7 as specified in the SCC.
- 7.3 Notwithstanding any reference to Arbitration herein,
- (a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agreed; and
- (b) the Procuring Agency shall pay the Supplier any amount due to the Supplier.
- 8. Scope of Supply**
- 8.1 The Title Covers to be supplied shall be as specified in the Supply Requirements.
- 9. Supply of Title Covers**
- 9.1 The Supply of the Title Covers shall be in accordance with the Schedule of Supply specified in Supply Requirements.
- 10. Supplier’s Responsibilities**
- 10.1 The Supplier shall supply all the Title Covers as included in the Scope of Supply in accordance with Clause 8, GCC, and the Schedule of Delivery, as per Clause 9, GCC.
- 11. Contract Price**
- 11.1 (a) **The rate of total quantity of Title Covers quoted shall be the contract price.**

- (b) The rates are inclusive of the cost of Bleached board/ Art Paper, coated plates, printing, lamination with BOPP Matt Film, and delivery at Lahore as per prescribed specifications and all taxes levied by the Government in this regard. Rate per Title Cover of each item will be offered on the basis of all inputs and chargeable taxes.
  - (c) In case of any increase or decrease in the size of Title Covers, the rate shall be calculated on a proportionate basis.
- 11.2 Prices charged by the Supplier for the Title Covers delivered and performed under the Contract shall not vary from the prices quoted by the Supplier in its bid/ or approved rate, with the exception of any price adjustments authorized in the SCC.
- 12. Terms of Payment**
- 12.1 The Contract Price shall be paid on completion of supply of each installment of Title Cover awarded as per award specified in Clause 10, SCC.
- 12.2 The Supplier’s request for payment shall be made to the Procuring Agency in writing, accompanied by invoices describing, as appropriate for **Title Covers** delivered at warehouse(s) in Lahore
- 12.3 Payments shall be made promptly by the Procuring Agency, after submission of an invoice or request for payment by the Supplier with complete codel formalities, and after the Procuring Agency has accepted it. The payments shall be made in Pak Rupees.
- 13. Taxes and Duties**
- 13.1 The Supplier shall be entirely responsible for all taxes, duties, license fees, etc., leviable at the time of submission of bid and incurred until delivery of the contracted/ awarded Title Covers to the Procuring Agency.
- 14. Performance Security**
- 14.1 The Supplier shall, within **ten (10)** days of the notification of contract award, provide a Performance Security @ 05% of the value of the contract in the shape of a Bank Guarantee issued by a Scheduled Bank of Pakistan. The Bid Security shall only be released after the submission of Performance Security.
- 14.2 The proceeds of the performance security shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier’s failure to complete its obligations under the Contract.
- 15. Confidential Information**
- 15.1 The Procuring Agency and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Sub-Contractor such documents, data, and other information it receives from the Procuring Agency to the

extent required for the Sub-Contractor to perform its work under the Contract, in which event the Supplier shall obtain from such Sub-Contractor an undertaking of confidentiality similar to that imposed on the Supplier under Clause 15, GCC.

- 15.2 The Procuring Agency shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Procuring Agency for any purpose other than the performance of the Contract.
- 16. Piracy Checking & Premises.**
- 16.1 The supplier shall not use any printing or lamination facility of any printer involved in piracy of Primers/ Jackets/ Textbooks/ PNBs etc. of PECTAA and their Title Covers.
- 17. Specifications and Standards**
- 17.1 The Supplier shall ensure that the supply of Title Covers under this Contract shall conform to the Technical Specifications and standards as given in Section-V; Supply Requirements.
- 18. Packing and Documents**
- 18.1 The supplier shall abide by the packing instructions of PECTAA as issued from time to time.
- 19. Inspections and Tests**
- 19.1 The Supplier shall pay to the Procuring Agency Coated Bleached Board/ Art Paper testing fee(s) of any-consignments as deemed fit by PECTAA.
- 19.2 The inspections and tests (pre- & post) shall be conducted on the premises of the Bidder, at the point of delivery, and/or at the final destination.
- 19.3 The Procuring Agency will provide the Supplier with a report of the results of any such test and/or inspection.
- 19.4 The Procuring Agency may reject any Title Cover or any part thereof that fails to pass any test and/or inspection or does not conform to the specifications. The Supplier shall either rectify or replace such rejected Title Covers at no cost to the Procuring Agency.
- 19.5 In addition, the Supplier shall arrange 0.5% Title Covers for Textbooks of PEF & Literacy and NFBE Department (**free of cost**) to meet the wastage during the binding process. However, for each textbook of PEF & Literacy and NFBE Department with quantities below 1,000, 2% additional Title Covers (**free of cost**) shall be supplied (free of cost).
- 19.6 In addition, the supplier shall arrange 0.5% Title Covers of each Single Textbooks and PNBs (**Payable**) to meet the wastage during the binding process.
- 19.7 The Supplier shall execute a contract agreement with the Procuring Agency on e-stamp paper worth Rs.0.25% of the total value of work awarded.
- 19.8 If a Bidder submits a fake inspection call, a penalty amounting to Rs. @ 5% of the quantity reported of particular Titles Covers will be charged to the Bidder.

**20. Penalty(s)**

20.1 If the Supplier fails to deliver any or all of the Title Covers within the period specified in the Contract, the Director concerned shall without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as penalty(s), a sum equivalent to the percentage specified in the Sub Clause 20.2 of the delivered price of the delayed Title Covers per day of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in the SCC. Once the maximum is reached, the Procuring Agency may terminate the Contract pursuant to Clause 24, GCC.

20.2 The following penalties shall be imposed judiciously by the Director concerned of PECTAA for irregularities committed by the successful Bidder in the execution of work awarded to him/her by the Authority. Any decision with this regard to the imposition of penalty/penalties will be enforced on the Bidder and providing an opportunity of being heard.

Irregularities		Penalties
1.	Non-submission of Performance Security / Non-Signing of contract agreement within the stipulated period i.e., <b>10 days</b> after issuance of Award Letter.	Rs. 50,000 Penalty per day for a maximum of 07 days after which, the Offer shall stand canceled, forfeiture of Bid Security, and blacklisting of the firm.
2	<p>(i) Submission of false and forged invoice (which could not be verified by the Sales Tax Department) of Coated Bleached Board/ Art Paper from mills and importer concerned.</p> <p>(ii) Non submission of intimation letter regarding availability of stock of 30% of Coated Bleached Board/ Art Paper, Inks, Glue etc.</p>	<p>(i) Penalty @Rs.25% of the total amount of the bill shall be deducted. Forfeiture of entire supply, Blacklisting, and further action as per law.</p> <p>(ii) In case of non-submission of intimation letter regarding availability of stock of 30% Coated Bleached Board/ Art Paper, Inks, Glue etc. within 12 days of issuance of Award Letter, extension up to <b>7 days</b> may be granted by the Director (Procurement), PECTAA regarding the intimation subject to penalty of Rs. 1000/- per day per lac for the value of work awarded. If after extension, (i.e. within <b>15 days</b> of issuance of award letter), the successful Bidders fails to intimate the availability of stock of Coated Bleached board/ Art Paper, Inks, Glue etc., the award letter/ contract shall be cancelled and Bid/Performance Security shall</p>

		be fortified. The 2 <sup>nd</sup> lowest bidder will be offered to execute the job @ 1 <sup>st</sup> lowest evaluated bidder and so on accordingly.
	(iii) Submission of false intimation letter regarding premises / address of 30% stock of Coated Bleached board/ Art Paper, Inks, Glue etc.	(iii) Cancellation of award letter/ contract, forfeiture of Bid Security/ Performance Security and Blacklisting. The 2 <sup>nd</sup> lowest bidder will be offered to execute the job @ 1 <sup>st</sup> lowest evaluated bidder and so on accordingly.
3.	Printing of Title Covers or any part thereof without obtaining written print Order from authorized officer of the PECTAA.	Penalty up to Rs.50,000/- (Fifty thousand) shall be imposed.
4.	(i) Defective Title Covers Supplied to PECTAA Godown, Lahore with substandard printing/color impression / usage of non-prescribed ink / lamination quality/ packing as per Bidding Documents as detailed below: (a) Defect up to 0.5% (b) Defect more than 0.5% to 1% (c) Defects more than 1% to 2% (d) Defects more than 2% to 3% (e) Defects more than 3% to 4% (f) Defects more than 4% to 5% (g) Defects more than 5%	(i) Percentage of the cost of delivery order:  (a) Nil (b) 1.0% (c) 2.0% (d) 3.0% (e) 4.0% (f) 5.0% (g) 5.5% + Replacement of stock.
	(ii) Missing for each color impression.	(ii) Replacement of all such stock as specified in Clause 20 in addition, penalty @ 5% of value of defective Title Covers will be imposed.
	(iii) In case the size of Title Covers is less than the size given in the Technical Specifications.	(iii) Replacement of all such stock. In addition, penalty @ 5% of value of defective Title Covers will be imposed.
	iv) (a) Use of Coated Bleached Board/ Art Paper, if found below specifications by testing before, during or after printing as per the report of paper testing lab.  (In accordance with the random sampling, collection of paper samples, and the recommendations of PECTAA's inspection team(s)).	iv) <b>Before, During or After Printing, With or Without lamination:</b>  3.0% per factor found below the specifications of the ¼ value of each installment. (i.e. 3.0% x ¼ value of Installment per factor). If the grammage of laminated Title Cover is less than 10% of following;  “222GSM for Coated Bleached Board for Single Textbooks;” “202GSM for Coated Bleached Board of Textbooks for PEF & Literacy and NFBE Department” “127 GSM for Art Paper for PNBs;”  the said consignment of the Bidder shall be rejected and fine of 25% of the value of consignment will be imposed.

5.	In case the printed Title Covers are not supplied by the Supplier as per schedule specified in Supply Requirements.	Penalty per day of value of delayed Title Covers shall be imposed as below: i) Upto 7 days delay @ 1.00% ii) Beyond 7 and upto 30 days delay @ 2.00% iii) After 30 days delay, Award of the Firm shall be cancelled for current Academic Session as well as the Bidder shall not be eligible to participate in bidding process for next two years.
6	Unauthorized printing, sale or disposal of any number of Title Covers by the Supplier or any of his employee / representative etc.	Cancellation of contract and blacklisting of the firm.
7.	Use of unauthorized Bleached board/ Art Paper, Inks / Lamination Film other than technical specification in Bidding Documents.	Supplies shall be rejected.
8.	The Bidder shall not use any printing or binding facility of any printer involved in piracy of any item / book of PECTAA.	Contract shall be terminated & Performance Security forfeited, along with the confiscation of pirated Book/ printed material.
9.	If thickness of BOPP Matt Lamination Film found less than 12 Micron.	The said consignment of the Bidder shall be rejected and fine of 10% of the value of consignment will be imposed.

**Note:**

- Delay in supply of Title Covers will be counted in days from the date of delivery to Warehouses at Lahore.
- In case a Bidder is aggrieved by any penalty imposed by the Director (Procurement), an appeal may be filed before the **Chief Executive Officer, PECTAA within thirty (30) days** from the date of imposition of the penalty.

**21. Change in Laws Taxes and Regulations**

- 21.1 In case the regime of any tax levied by the Government is changed during the currency of the agreement separate instructions to the extent of such levy will be issued to the Bidder. Such instructions shall be deemed to be a part of this agreement.

**22. Force Majeure**

- 22.1 The Supplier shall not be liable for forfeiture of its performance security, penalty(s), or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 22.2 For purposes of this Clause, “Force Majeure” means an event or situation beyond the control of the Supplier and Procuring Agency that is, hurricanes, floods, earthquakes, volcanic

eruption, wars or revolutions, fires, covid-19, epidemics, quarantine restrictions, freight embargoes, etc.

22.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. If the office is closed then use E-Mail or WhatsApp to inform regarding the current situation of supply to the competent authority of PECTAA. Unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

### 23. Extensions of Time

23.1 If at any time during the performance of the Contract, the Supplier should encounter conditions impeding timely delivery of the Title Covers pursuant to Clause 9, GCC, the Supplier shall promptly notify the Procuring Agency in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Director concerned shall evaluate the situation and if found justified may recommend to the **Chief Executive Officer**, PECTAA to extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract. If not found justified, the penalty shall stand imposed and enforced in accordance with the provisions of the Contract.

23.2 Except in the case of Force Majeure, as provided under GCC Clause 22 a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of penalty(s) pursuant to Clause 20, GCC, unless an extension of time is agreed upon, pursuant to Sub-Clause 23.1, GCC.

### 24. Termination

24.1 Termination for Default

- (a) The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:
  - (i) if the Supplier fails to deliver any or all of the Title Covers within the period specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to Clause 23, GCC;
  - (ii) if the Supplier fails to perform any other obligation under the Contract; or
  - (iii) if the Supplier, in the judgment of the Procuring Agency, has engaged in fraud, misrepresentation, and corruption, in competing for or in executing the Contract.
- (b) In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to Clause 24.1(a), GCC, the Procuring Agency may procure, upon such terms and in such

manner as it deems appropriate, Title Covers similar to those undelivered or not performed, and the Supplier shall be liable to the Procuring Agency for any additional costs for such similar Title Covers. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

24.2 Termination for Insolvency.

The Procuring Agency may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Procuring Agency.

**25. Delay in provision of C.Ds /Artwork/ Inspection**

25.1 C.Ds /Artwork shall be provided by PECTAA as per schedule. If there is any delay in the provision of C.Ds/Artwork/Inspection by PECTAA, the Managing Director concerned will have the exclusive authority to condone/credit the number of days of delay in favour of Supplier as per recommendations/ evaluation of the Director Concerned.

**26. No Partial Payment of Title Covers**

26.1 The Bidder shall supply total quantity of Title Covers of additional awards in one go. Bill for payment will not be entertained if some balance quantity of Title Covers is remaining to be supplied.

**27. Recourse in case of non-compliance**

27.1 If Successful Bidder does not fulfill & comply with the agreement, PECTAA may cancel the agreement and collect loss/fine from all types of securities / payments with PECTAA.

## Section VII. Special Conditions of Contract

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

1.	The Procuring Agency's country is: <u>PAKISTAN</u>
2.	The Procuring Agency is: <u>PECTAA, LAHORE</u>
3.	The Site is: <u>PECTAA Head Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore, Pakistan</u>
4.	The language shall be: <u>ENGLISH</u>
5.	For <b>notices</b> , the Procuring Agency's address shall be: Attention: <u>Director (Procurement), PECTAA, Lahore</u> Street Address: <u>Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town</u> City: <u>LAHORE</u> Country: <u>Pakistan</u> Telephone: <u>042-99260144</u>
6.	The governing law shall be the law of <u>Pakistan and the Punjab.</u>
7.	The rules of procedure for arbitration proceedings pursuant to Clause 7.2, GCC shall be as follows: The Chief Executive Officer, PECTAA shall be the sole arbitrator whose award shall be final and binding on the parties.
8.	The scope of supply for the Title Covers to be supplied shall be as specified in <u>Section-V, Supply Requirements.</u>
9.	The prices charged for the Title Covers delivered shall be adjustable. If prices are adjustable, the following methods shall be used to calculate the price adjustment: <u>Proportionate Price.</u>
10.	Clause 12, GCC: The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:  (i) <b>Payment:</b> The bill of Supplier should be submitted on the basis of completion of each installment awarded to them as per 'Schedule of Supply'. (ii) Payment shall be made on submission of bill after completion of each installment.
11.	The amount of the Performance Security shall be: <u>05% of value of contract.</u>  The currency shall be <u>Pak Rupees.</u>

12.	The types of acceptable Performance Securities are Bank guarantees issued by any Scheduled Bank of Pakistan.
13.	<p><b><u>i. Performance Security for Title Covers for Textbooks of PEF and Literacy and NFBE Department (Free Supply):</u></b> The Performance Security will be discharged by the Purchaser and returned to the Supplier after <b>30.06.2026 or successful completion of Performance for Title Covers</b> of Textbooks for PEF and Literacy and NFBE Department for the Academic Session 2026-27.</p> <p><b><u>ii. Performance Security for Title Covers for Open Market (i.e. Single Textbooks and Practical Notebooks through Framework Contract for the Academic Session 2026-27)</u></b> The Performance Security will be discharged by the Purchaser and returned to the Supplier <b>on completion of supplies</b> of Title Covers for open market according to annual Allocation for Single Textbooks and PNBs for Academic Session 2026-27 and after <b>submission of the Performance Security of remaining Title Covers</b> which will be discharged by the Purchaser and returned to the Supplier on <b>31.12.2026</b>. However, Performance Security will not be discharged after the completion of supplies as per additional allocations.</p>
14.	The copyright of the C.D / Artwork resides with PECTAA.
15.	Responsibility for transportation of the Title Covers shall be as under: “The Supplier is required under the Contract to transport the Goods to a specified place of final destination within the city of Lahore, Pakistan”.
16.	The Inspections and tests shall be conducted at: <ul style="list-style-type: none"> <li>i. <u>The premises of the suppliers</u></li> <li>ii. <u>Sample testing may be carried out by PECTAA from any Standard Testing Laboratory, which PECTAA deems fit.</u></li> </ul>
17.	The Penalty(s) shall be: <u>As given in Clause 20.2, GCC.</u>
18.	<u>The amount of penalties will be calculated as mentioned vide Clause 20.2 of GCC.</u>
19.	<p>i. The period of validity of the Contract shall be up to <b>30.06.2026</b> for title covers for Textbooks of PEF and Literacy and NFBE Department <b>for the Academic Session 2026-27</b>.</p> <p>ii. The period of validity of the Contract shall be up to <b>31.12.2026</b> for title covers for <b>Single Textbooks and Practical Notebooks through Framework Contract for the Academic Session 2026-27</b> or issuance of award letter of next academic session whichever will be later.</p>
20.	The period for repair or replacement shall be <u>07 days</u>
21.	The <u>Contract Agreement</u> include reprints/additional award as per PPRA Rule-2014.

## **Section VIII. Contract Forms**

### **Table of Forms**

Contract Agreement .....

(On stamp Paper worth Rs.0.25% of the total value of work awarded)

## CONTRACT AGREEMENT

THIS AGREEMENT is made on this \_\_\_\_\_ day of \_\_\_\_\_ Year  
\_\_\_\_\_ by and between Mr. \_\_\_\_\_ Owner /Representative of M/s  
\_\_\_\_\_ address  
\_\_\_\_\_ hereinafter referred to as the Bidder, which term (unless  
the context otherwise requires) shall include his successors executors, administrators and  
assignees, etc. of the one part. and the **Director Procurement** of PECTAA hereinafter  
referred to as the Authority which term (unless the context otherwise requires) shall include  
his / her successors in the office, assignees etc.

WHEREAS PECTAA requires that \_\_\_\_\_ printing and supply of Title  
Covers of **Textbooks of PEF and Literacy and NFBE Department / Single Textbooks/  
PNBs for the Academic Session 2026-27 / Title Covers of Single Textbooks and Title  
Covers of Practical Notebooks through Framework Contract for the Academic Session  
2026-27** as per specifications and the Bidder has agreed for printing, lamination and supply  
of title covers of the quantity mentioned in the Notification of award.

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Contract Agreement, viz.:
  - (a) the Procuring Agency's Notification to the Supplier of award of Contract;
  - (b) the Bid Submission Sheet and the Price Schedules submitted by the Supplier;
  - (c) the Special Conditions of Contract;
  - (e) the General Conditions of Contract;
  - (f) the Schedule of Requirements and
  - (g) Delivery Schedule.

AND THIS CONTRACT shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

3. In consideration of the payments to be made by the Procuring Agency to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Procuring Agency to provide the Title Covers and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the title covers and /or the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

5. This agreement shall take effect from \_\_\_\_\_ and expire on **30.06.2026** for Title Covers for Textbooks of PEF and Literacy and NFBE Department **for the Academic Session 2026-27**. This agreement shall take effect from \_\_\_\_\_ and expire on **31.12.2026** for Title Covers of **Single Textbooks and Title Covers of Practical Notebooks through Framework Contract for the Academic Session 2026-27** or on the date of issuance of award letter for next academic session, whichever will be later.

6. The Procuring Agency reserves the right to issue “Repeat Order” up to 15% of the original procurement as per Punjab Procurement Rules, 2014 for which the Supplier shall be bound to fulfill the requirements of the Procuring Agency

7. A Non-Muslim, as defined under Article 260 of the Constitution of the Islamic Republic of Pakistan, shall not associate or be associated with the printing and lamination of the Title Covers of the Tarjuma-tul-Quran-ul-Majeed.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the **laws of Pakistan/Punjab** on the day, month and year indicated above.

Signature of the Supplier  
With full name and address

Name: \_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Signature of the Procuring Agency

**DIRECTOR PROCUREMENT**  
Punjab Education Curriculum Training  
and Assessment Authority,  
PECTAA Head Office, Adjacent Pilot School, Link  
Wahdat Road, Allama Iqbal Town, Lahore.

Witness – I

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Witness – II

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

**Annexure “R”**

**PERFORMANCE SECURITY**

**BENEFICIARY: PECTAA, LAHORE**

**Date:** \_\_\_\_\_

**PERFORMANCE GUARANTEE NO.:** \_\_\_\_\_

We have been informed that \_\_\_\_\_ (hereinafter called "the Supplier") has entered into Contract dated \_\_\_\_\_ with you, for the supply of \_\_\_\_\_ (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Supplier, we \_\_\_\_\_ hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of Rs. (a. In figures) \_\_\_\_\_ (b. in words) \_\_\_\_\_

upon receipt by us of your first demand in writing accompanied by a written statement stating that the Supplier is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire no later than the **30.06.2026** for Title Covers of **Textbooks of PEF and Literacy and NFBE Department for the Academic Session 2026-27** and any demand for payment under it shall be received by us at this office on or before that date/ This guarantee shall expire no later than the **31.12.2026** for Title Covers of **Single Textbooks/ Title Covers of Practical Notebooks through Framework Contract for the Academic Session 2026-27** and any demand for payment under it shall be received by us at this office on or before that date.

**Signature & Seal of the Bank  
Appendix “S”**

(On Rs. 300 E-Stamp Paper)

## Affidavit

**INTEGRITY PACT**  
**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.**  
**PAYABLE THE BIDDERS OF GOODS, SERVICES & WORKS**

Contract number: \_\_\_\_\_ Dated: \_\_\_\_\_  
Contract value: \_\_\_\_\_  
Contract title: \_\_\_\_\_

I, \_\_\_\_\_ hereby solemnly declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of the Punjab, or any Administrative Department, Attached Department, Autonomous Body, Special Institution, Agency thereof or any other entity owned or controlled by it through any corrupt business practice.

Without limiting the generality of the foregoing, \_\_\_\_\_ represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from it, except that which has been expressly declared pursuant hereto.

I, \_\_\_\_\_ certifies that it has made and will make full disclosure of arrangement with all persons in respect of or related to the transaction with Government of the Punjab, or any Administrative Department, Attached Department, Autonomous Body, Special Institution, Agency thereof or any other entity owned or controlled by it and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

I, \_\_\_\_\_ accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresentation of facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without

prejudice to any other right and remedies available to PECTAA under any law, contract or other instrument, be voidable at the option of PECTAA.

Notwithstanding any right and remedies exercised by PECTAA in this regard, \_\_\_\_\_ agrees to indemnify PECTAA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PECTAA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by {name of Bidder} as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PECTAA.

I, \_\_\_\_\_ also certifies that firm has not been blacklisted by Procuring Agency as per PPRA-Rules, 2014.

\_\_\_\_\_

Deponent CNIC # \_\_\_\_\_

**Verification**

Verified on Oath at Lahore on this day \_\_\_\_\_ that the contents of the above statement are true to the best of my knowledge and belief and nothing of importance has been omitted or concealed.

## **CHECKLIST OF DOCUMENTS**

Particulars of documents to be attached duly signed and stamped by the Bidder.

<b>S. No.</b>	<b>Detail</b>	<b>Tick</b>	<b>Page No.</b>
1	Bid Submission Sheet		
2	Bidder Information Sheet Other than JV/ Consortium (Where Applicable)		
3	Bidder Information Sheet for Lead Bidder of JV/ Consortium (Where Applicable)		
4	Bidder Information Sheet for other than Lead Bidder of JV/ Consortium (Where Applicable)		
3	Form for Bank Statements of last two years (F.1)		
4	Form for Income Tax Chargeable in last two Tax Year 2023 and 2024 (F.2)		
5	Form for Average bank balance of 24 months (F.3)		
6	Form for Financial Value of Similar Contracts (F.4)		
7	Sales Tax Form (F.5)		
8	Printing Capacity Evaluation Form-1 (T.1)		
9	Lamination Facilities Evaluation Form-2 (T.2)		
10	Human Resource Evaluation Form-3 (T.3)		
11	Storage Facility/ Godown Evaluation Form-4 (T.4)		
12	Alternate Power/ Genset Evaluation Form-5 (T.5)		
13	Computer to Plate Facility and Design House Facility Evaluation Form-6 (T.6)		
14	“JV/ Consortium Agreement” on E-Stamp Paper of Rs. <b>3,000/-</b> (Where Applicable).		
15	Copy of Firm/ Company Registration/ Incorporation		
16	Copy of CNIC of all members (if applicable)		
17	Certificate Copy of Income Tax Registration/NTN		
18	Certificate Copy of Sales Tax Registration/STRN		
19	Annual Income Tax and Sales Tax Returns for last two years		
20	Affidavit on Rs. <b>300/-</b> E-Stamp Paper that firm(s) is not currently blacklisted by Procuring Agency and bankrupt		
21	List of Bank Accounts		

<b>S. No.</b>	<b>Detail</b>	<b>Tick</b>	<b>Page No.</b>
22	Bank Statements of last two years		
23	Press Declaration Certificate (Where Applicable)		
24	Detail of Work if Executed/ Performed under AOP, JV and Consortium (Where Applicable)		
25	Any other information deemed fit by the Bidder for Bidding Process		
26	Details of Employees along with attested copies of CNIC and list of salary sheet.		
27	Financial Bid Proforma		
28	Bid Security Proforma		
29	Technical Bid Proforma		
30	Affidavit; Integrity pact Declaration of fees, commission and brokerage etc. Payable the bidders of goods, services & works		

**Signature of Bidder with Stamp**