BIDDING DOCUMENTS

FOR

PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28

PECTAA
Transformation, Innovation & Excellence

PUNJAB EDUCATION CURRICULUM TRAINING & ASSESSMENT AUTHORITY (PECTAA)

Address: Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore
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PUNJAB EDUCATION CURRICULUM TRAINING & ASSESSMENT AUTHORITY, LAHORE

TENDER NOTICE

FOR THE PROCUREMENT OF TITLE COVERS THROUGH FRAMEWORK CONTRACT

PECTAA invites e-bids for printing, lamination "**TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28"** from eligible 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. Single Stage Two envelopes bidding procedure as per the Punjab Procurement Regulatory Authority (PPRA) Rules, 2014 (Amended upto date) shall be adopted. The Bidding Documents containing detailed terms and conditions are available immediately on the websites of PPRA, PECTAA, and the **Punjab e-Procurement System (eP)** at https://eproc.punjab.gov.pk/ActiveTenders.aspx, https://pectaa.edu.pk/, and https://ep.punjab.gov.pk/ for following procurement:

Procurement No.	Title	Approximate Quantity	Total Estimated price	Bid Submission Date & Time	Bid Opening Date & Time
PECTAA/ FY26-27/04/TC-STB/AS27-28/(1)	PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28	**41 million**	**Rs. 587 million**	**On or before Thursday, 19 November 2026 at 11:30 a.m.**	**Thursday, 19 November 2026 at 12:00 p.m.**

The aforementioned quantities of Title Covers 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 as a bidder, associate or be associated, whether as Lead Partner/ Member of Joint Venture/ Consortium, with the printing and lamination of the Title Covers of the first category (i.e. Tarjuma-tul-Quran-ul-Majeed). Bid submission only through **Punjab e-Procurement System (eP)** 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 Punjab e-Procurement System (eP) accompanied by required value of bid security as mentioned in the Bidding Documents. Bidders are advised to ensure uploading the e-bid on Punjab e-Procurement System (eP) well before the submission deadline, and not to wait for the last date and time to upload the bid. The **Bid Security** @ 2% of the estimated price in Pak Rupees, as mentioned in the Bidding Documents, must be deposited electronically through the Punjab e-Procurement System (ep) in accordance with the provisions of the Punjab Procurement Rules, 2014, well before the date and time of submission of e-bids. Bids without the prescribed Bid Security shall be treated as non-responsive. Coated Bleached Board/ Art Paper samples and original instrument of Coated Bleached Board/ Art Paper testing fee, as mentioned in the Bidding Documents, must be submitted physically in the tender box available at the Committee Room of PECTAA Office, **Link Wahdat Road, Lahore**, well before the date and time of submission of e-bids. Late submission of bids, Coated Bleached Board/ Art Paper samples and original instrument of Coated Bleached Board/ Art Paper testing fee of required value shall not be entertained. At first instance, Technical Bids shall be opened through Punjab e-Procurement System. The credentials of all bidders shall be evaluated through physical and documentary inspection as per prescribed technical evaluation criteria mentioned in the Bidding Documents. Thereafter, the Financial Bids of technically qualified bidders shall be opened on a notified time, date and venue in the presence of bidders or their authorized representatives, who choose to attend the meeting. The rates shall be inclusive of all costs including applicable taxes and supply at the designated Godown of PECTAA at Lahore. A pre-bid meeting will be held at the Committee Room of PECTAA Office, **Link Wahdat Road, Lahore** on **Thursday, 12 November 2026 at 11:30 a.m.** In case of official holiday on the day of submission/ opening, the next day will be considered as the last submission date for physical submission of, Coated Bleached Board/ Art Paper samples and original instrument of Coated Bleached Board/ Art Paper testing fee, and opening of bids. 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 Biding Documents. Bid submission on Punjab e-Procurement System (eP) shall be entirely responsibility of the bidder and 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
PJT	Primers, Jackets, Textbooks
STB	Single Textbooks
PNB	Practical Note Book
SRM	Supplementary Reading Material
ITB	Instructions to Bidders
BDS	Bid Data Sheet
ALP	Accelerated Learning Programme
PPR-14	Punjab Procurement Rules, 2014
PPRA	Punjab Procurement Regulatory Authority
eP	Punjab e-Procurement 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 AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28**. 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 upto date) and Punjab Procurement Rules-2014 (Amended upto date). In case of any conflict between the provision of this document and PPRA Act-2009/ PPRA Rules-2014 (Amended upto date), the later shall prevail. Bid submission only through Punjab e-Procurement System 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 Punjab e-Procurement System accompanied by bid security as mentioned in the Bidding Documents. Bidders are advised to ensure uploading the e-bid on Punjab e-Procurement System 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 in the sealed envelope.

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 Size of Title Covers, List of Quantities, Estimated price, 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'**.

PART 1–BIDDING PROCEDURE
(Sections I-IV)

Section-I. Instructions to Bidders

A. General

1. Scope of Bid

1.1 PECTAA invites bids through Punjab e-Procurement System from well reputed Printers/ Publishers/ Firms / Companies / Joint Venture (JV) / Consortiums / Association of Persons (AOPs) / Groups etc. for PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28.

1.2 The scope of the bid shall be limited to the TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28.

2. Eligible Bidders

2.1 Following are the eligible bidders:

1) Printers/ Publishers registered with Income Tax Department and Sales Tax Departments;

2) Sole Proprietors/ Firms/ Companies/ Association of Persons (AOP) having the requisite capability of printing/ publishing/ lamination and registered with Income Tax Department and Sales Tax Departments;

3) Consortium/ Joint Ventures (JV) having the requisite capability of printing/ publishing (Lead Partner/ Member must be registered with Income Tax Department and Sales Tax Departments and all other members must be registered with Income Tax Department);

4) Government/ Semi-Government Institutions or Autonomous Bodies operating in the field of printing/ publishing;

2.2 The bidder must have a printing press of its own or in the form of JV/ Consortium at least one member (any of the members) must have a printing press.

2.3 The Bidder or any of the members in case of Consortium or JV should not have been blacklisted by the Procuring Agency as per Punjab Procurement Rules, 2014 (PPR-14) 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. 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 participate** as a bidder, associate or be associated, whether as Lead Partner/ Member of Joint Venture/ Consortium, with the printing and lamination of the Title Covers for the Tarjuma-tul-Quran-ul-Majeed.
		2.6	The bidder must have a **lamination facility** of its own or in the form of JV/ Consortium at least one member (any of the members) must have a lamination facility. 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. Said machine should be in working condition and be able to laminate without any defect and fault.
3	Consortium/ Joint Venture	3.1	Each Consortium or JV shall appoint and authorize one (1) **Lead Member/ Partner** 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 bid 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 partners shall be jointly and severally liable for the due performance and completion of the Contract. Indication of Lead Partner/ Member shall also be integral part of the agreement. Lead Partner/ Member, 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 Partner/ Member** must **greater than** the other Partners/ Members of JV/Consortium.
		3.3	The JV/Consortium shall be **established/formulated through a legally valid agreement in accordance with the applicable laws/rules of Pakistan**, and the JV/Consortium agreement shall be submitted with the Bid.
		3.4	Bidding Documents may be downloaded by all the members of JV/ Consortium individually.
		3.5	**Lead Member/ Partner** 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.

3.6 In case Bidder declared as Lowest Evaluated Bidder/ Successful Bidder, payments regarding supply of **Title Covers** shall be made directly to the **Lead Member/ Partner** 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.

3.7 **JV/ Consortium shall consist of maximum three (03) members including Lead Member/ Partner. In case of more than three members, the bid shall be declared as Non-Responsive.**

4. Clarification of Bidding Documents

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 **Pre-Bid meeting will be held on date and time as specified in BDS to respond the quarries received in writing through Punjab e-Procurement System.**

4.3 The request for clarification shall be addressed to the Director (Procurement), PECTAA at the address given in the Data Sheet.

4.4 **The Procuring Agency will only respond to any such request for clarification which will be received in writing through Punjab e-Procurement System before the deadline of submission of clarification, and during pre-bid meeting only those-request for clarifications will be responded which will be received as per above mentioned procedure. Any verbal clarification shall not be entertained.**

4.5 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”.

4.6 The Invitation for Bids issued by the Procuring Agency i.e. “Punjab Education Curriculum Training & Assessment Authority” (PECTAA) is not part of the Contract Agreement.

5. Amendments in this document / Procurement

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.

	Agency's Right to Annul the Bidding Process	5.2	Any addendum/ amendment issued shall be part of Bidding Documents and shall be communicated by uploading on the website of Authority/ Punjab e-Procurement System.
		5.3	To give Bidders reasonable time to take an addendum into account while preparing their bid, the Procuring Agency may, at its discretion, extend the deadline for the submission of bid as per rule 29 of PPR-14.
		5.4	The Procuring Agency reserves the right to annul the bidding process and reject all bids according to PPR-14 (after recording proper reason) without thereby incurring any liability for the Procuring Agency.

B. Preparation of Bids

6.	Cost of Bidding	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.
7.	Composition of Bid	7.1	The Bid shall comprise of the following in accordance with Punjab e-Procurement System:

(a) Technical Bid

Bid Submission Sheet (BSS), Bid Information Sheet (BIS), GCC, SCC, Coated Bleached Board/ Art Paper samples, Coated Bleached Board/ Art Paper Samples' Testing Fee, copy of CNIC, Supply Requirements-Section-V, evidence of submission of Bid Security, required documents as per evaluation criteria, and other required documents to be attached with the technical bid are mentioned in BDS.

(b) Financial Bid

The Financial Bid comprises Financial Bid Proforma.

8.	Bid Submission Sheet and Financial Bid	8.1	The Bidder shall submit the Bid through Punjab e-Procurement System, 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 Punjab e-Procurement System for any one or more than one items for supply of **Title Covers** keeping in view his own **production capacity**. The rate should be inclusive of **all applicable taxes and inputs** etc. on the attached Proforma.

		8.3	Financial Bid furnished on Proforma other than the original shall not be accepted.
		8.4	Bid submission only through Punjab e-Procurement System 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 Punjab e-Procurement System accompanied by bid security as mentioned in the Bidding Documents. Bidders are advised to ensure uploading the e-bid on Punjab e-Procurement System 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 Coated Bleached Board/ Art Paper testing fee, as mentioned in the Bidding Document, must be submitted physically in the tender box available at the Committee Room, PECTAA 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 of Coated Bleached Board/ Art Paper samples. Bid submission on Punjab e-Procurement System 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.
9.	Alternative Bids	9.1	Unless otherwise indicated in the BDS, alternative bids shall not be considered.
10.	Period of Validity of Bids	10.1	Bids shall remain valid for the period specified in the BDS.
11.	Bid Security	11.1	Bid Security at the rate of 2% of the estimated price mentioned against each **Package of Title Covers,** must be deposited electronically in accordance with the provisions available with the **Punjab e-Procurement System (ep)**, under the Punjab Procurement Rules, 2014, well before the date and time of submission of e-bids.
		11.2	It is not required to be calculated Bid Security 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, and provisions.

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.

12. Format and Signing of Bid / Language of Bid

12.1 The Bidder shall prepare and submit Technical & Financial Bids as per Clauses 7 & 8 of ITB through Punjab e-Procurement System. In addition to it, the bidder shall physically submit **Coated Bleached Board/ Art Paper samples, and Original Instrument of Coated Bleached Board/ Art Paper testing fee** as mentioned in Bidding Documents.

12.2 For Financial Bid submitted on Punjab e-Procurement System, any interlineations, erasures, or overwriting shall not be allowed.

12.3 For Financial Bid, use of white correcting fluid for any of the above, even if attested, shall be considered invalid.

12.4 The bid 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 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 interpterion of the bids, the translation shall govern.

12.5 The page numbering must be mentioned on each page of the technical, and financial bids submitted.

C. Submission and Opening of Bids

13.	Sealing and Marking of Bids	13.1	The e-Bids shall be received through the e-Procurement System in accordance with the **Single Stage–Two Envelopes Bidding Procedure**. The Bidder shall submit its e-Bid in accordance with **Clause 8 of the ITB**, comprising a **Technical Bid** and a **Financial Bid**, submitted electronically in the manner prescribed in the Bidding Documents/e-Procurement System. **The Technical Bid and Financial Bid shall be submitted separately through the respective electronic envelopes provided in the e-Procurement System.**
14.	Deadline for Submission of Bids	14.1	The bids shall be submitted on or before **Thursday, 19 November 2026 at 11:30 a.m.** through Punjab e-Procurement System.
		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 submitted after the deadline for submission of e-bids.
16.	Bid Opening (Technical Bid)	16.1	The technical bids of bidders who have submitted their e-bids through Punjab e-Procurement System, and Coated Bleached Board/ Art Paper samples along with Original Instrument of Coated Bleached Board/ Art Paper testing fee in the designated tender box at the Committee Room of PECTAA, **Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore**, on or before **Thursday, 19 November 2026** at **11:30 am**, shall be opened on the same day at **12:00 p.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 evaluate the Bids strictly in accordance with the evaluation criteria, qualification requirements, terms and conditions and other requirements specified in the Bidding Documents. If a Bid is determined to be substantially non-responsive to the requirements of the Bidding Documents, it shall be rejected. The Financial Bids of only those Bidders whose Technical Bids are found technically qualified/substantially responsive shall be opened through the Punjab e-Procurement System at the notified date, time and venue, in the presence of the Procurement Committee and the Bidders or their authorized representatives who choose to attend.
17.	Redressal of Grievances and Settlement of Disputes	17.1	After completion of the technical evaluation process, PECTAA shall immediately upload the **Technical Evaluation Report** on the Punjab e-Procurement System and the websites of PPRA and PECTAA. Any Bidder aggrieved by the Technical Evaluation Report may lodge a written grievance through the Punjab e-Procurement System with the **Convenor, Grievance Redressal Committee of PECTAA**, within **five (05) days of announcement of the Technical Evaluation Report**, in accordance with the procedure notified by PPRA. Any Bidder feeling aggrieved by any act or decision of PECTAA after submission of its Bid may lodge a written grievance through the Punjab e-Procurement System with the Grievance Redressal Committee of PECTAA, **not later than ten (10) days after announcement of the Bid Evaluation Report**. In case a grievance is filed after issuance of the Final Evaluation Report, the complainant shall not be entitled to raise any objection regarding the Technical Evaluation Report, where the prescribed period for challenging the Technical Evaluation Report has already lapsed. The Grievance Redressal Committee shall investigate and decide the grievance in accordance with the Punjab Procurement Rules, 2014 and applicable PPRA notifications/instructions.

D. Award of Contract

18.	Award Criteria	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 **Punjab e-Procurement System**, whose offer has been determined to be the lowest evaluated bid.

		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.
19.	Procuring Agency's Right to Vary Quantities at Time of Award	19.1	At the time the Contract is awarded, PECTAA reserves the right to increase or decrease the quantity of **TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28** as per PPR-14**,** 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.
20.	Notification of Award	20.1	Prior to the expiration of the period of bid validity as mentioned in Bidding Document, PECTAA shall notify the successful Bidder, through Punjab e-Procurement System, 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 through Punjab e-Procurement System by the successful Bidder, Bid Security will be returned on his request through Punjab e-Procurement System.
21.	Signing of **Framework** Contract	21.1	The successful Bidders, within **fifteen (15) days** of issuance of "Award Letter", shall sign an agreement as per **Contract Agreement** given in **Section VIII; Contract Forms** 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 through Punjab e-Procurement System.

21.2 Failure of the successful Bidder to submit the above-mentioned Performance Security through Punjab e-Procurement System 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, 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 **fifteen (15) days** of the issuance of the Award Letter to seek extension for signing of Contract, an extension of maximum **7 days** may be granted after approval of the Director (Procurement), PECTAA and imposition of penalty as per clause 19 of GCC.

22. Performance Security

22.1 Within **fifteen (15) days** of the receipt of notification of award from PECTAA, successful Bidder shall submit the Performance Security @ **three percent (03%)** of the value of contract must be deposited electronically in accordance with the provisions available with the **Punjab e-Procurement System (ep)**, under the Punjab Procurement Rules, 2014, with validity till the expiry of contract.

22.2 If a successful Bidder submits an application within **fifteen (15) 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 Director (Procurement) PECTAA, and imposition of penalty as per clause 19 of GCC.

22.3 In case of failure, award letter shall be cancelled, action will be taken as per clause 19 of GCC.

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 bid. Performance Security of third party will not be acceptable.

23.	Availability of Coated Bleached Board/ Art Paper	23.1	The successful Bidder, within **12 days** of issuance of Award Letter, **will intimate** in writing to Director (Procurement), PECTAA **the Quantity of Coated Bleached Board/ Art Paper 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** of the total awarded quantity will be available. Extension up to **8 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. If Bidder is failed to intimate the location/ address of the 30% stock of Coated Bleached Board/ Art Paper within **20 days** after the issuance of award, the award letter/ contract shall be cancelled and Bid/Performance Security shall be fortified. The 2nd lowest bidder will be offered to execute the job @ 1st lowest evaluated bidder and so on accordingly. The designated team(s) of PECTAA, within **10 days** of receiving of intimation letters in the office of Director Procurement, PECTAA will check the quantality and quality of said 30% stock of Coated Bleached Board. 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 2nd lowest bidder will be offered to execute the job @ 1st lowest 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.	Piracy Checking	25.1	The Bidder shall not use any printing press or lamination facility of any Printer involved in piracy of any Textbook / Primer / Jacket / Practical Note Book / SRM of PECTAA and their Title Covers. In case of non-compliance, Bid shall be rejected.
26.	Disqualification of Bidder	26.1	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.
27.	Sub-Contracting	27.1	The bidder shall not sub-contract whole or partial work after award of contract. The Bidder shall be bound to execute the entire work at his own premises. Any deviation or sub-contracting shall result in disqualification of the bidder, forfeiture of Performance Security and Blacklisting of the Firm.

28. Same Rate of One Package

28.1 If financial bid of two or more Bidders will be found same against one **Package** at the time of Financial Opening, the said lowest Bidder(s) will be asked to resubmit sealed financial bid in the presence of "Procurement Committee" at the same time and date.

29. Corrupt or Fraudulent Practices

29.1 i) The Procuring Agency Bidders, Suppliers, and Contractors observe the highest standard of ethics during the procurement and execution of contracts.

"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows:

"(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

i. Coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

ii. Collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

iii. Offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

iv. Any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

v. Obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process."

ii) Blacklisting & Debarment:

Blacklisted Bidders i.e. firms/companies/sole proprietor/ general order suppliers/ JVs etc. and those found involved in "Corrupt Practices" are not allowed to participate in bidding.

As per S-17A of PPRA, Act, 2009:

"*17A. Blacklisting*. *– (1) A procuring agency may, for a specified period and in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor indulges in corrupt practice or any other prescribed practice.*

(2) *The Managing Director may, in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of all or some of the procuring agencies for a specified period.*

(3) *Any person, aggrieved from a decision of a procuring agency, may within prescribed period prefer a representation before the Managing Director.*

(4) *A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on such representation shall be final.]*

As per rule 21 of PPR-14:

***21. Blacklisting**.–(1) A procuring agency may, for a specified period, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor has:*

(a) acted in a manner detrimental to the public interest or good practices;

(b) consistently failed to perform his obligation under the Contract;

(c) not performed the Contract up to the mark; or

(d) indulged in any corrupt practice.

(2) If a procuring agency debars a bidder or Contractor under sub-rule (1), the procuring agency:

(a) shall forward the decision to the Authority for publication on the website of the Authority; and

(b) may request the Authority to debar the bidder or Contractor for procurement of all procuring agencies.

(3) The Managing Director may debar a bidder or Contractor of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as the Managing Director may determine.

(4) Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty days from the date of the publication of the information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deem fit.

(5) Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a representation before the Chairperson and the Chairperson may pass such order on the representation as he may deem appropriate.

(6) The mechanism or process for barring a bidder or Contractor from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules.

As per Schedule appended with PPR-14:

see sub-rule (6) of rule 21

BLACKLISTING MECHANISM OR PROCESS

1. *The procuring agency may, on information received from any resource, issue show cause notice to a bidder or Contractor.*

2. *The show cause notice shall contain:*

(a) precise allegation, against the bidder or Contractor;

(b) the maximum period for which the procuring agency proposes to debar the bidder or Contractor from participating in any public procurement of the procuring agency; and

(c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the bidder or Contractor from participating in public procurements of all the procuring agencies.

3. *The procuring agency shall give minimum of seven days to the bidder or Contractor for submission of written reply of the show cause notice.*

4. *In case, the bidder or Contractor fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the bidder or Contractor/ authorize representative of the bidder or Contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.*

5. *In case the bidder or Contractor submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the bidder or Contractor for personal hearing.*

6. *The procuring agency shall give minimum of seven days to the bidder or Contractor for appearance before the specified officer of the procuring agency for personal hearing.*

7. *The procuring agency shall decide the matter on the basis of the available record and personal hearing of the bidder or Contractor, if availed.*

8. The procuring agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.

9. The procuring agency shall communicate to the bidder or Contractor the order of debarring the bidder or Contractor from participating in any public procurement with a statement that the bidder or Contractor may, within thirty days, prefer a representation against the order before the Managing Director of the Authority.

10. The procuring agency shall, as soon as possible, communicate the order of blacklisting to the Authority with the request to upload the information on its website.

11. If the procuring agency wants the Authority to debar the bidder or Contractor from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation.

12. The Authority shall immediately publish the information and decision of blacklisting on its website.

13. In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents in support of their contentions.

14. In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a notice for personal hearing to the parties and may call for the record of the proceedings. The parties may file written statements and documents in support of their contentions.

15. In every order of blacklisting under rule 21, the procuring agency shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.

16. The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a bidder or Contractor shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or order of the competent authority to that effect, whichever is earlier.

17. An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism or process."

30. Conversion to Single Currency

30.1 As per rule 32(2) of PPR-14, to facilitate evaluation and comparison, the Procuring Agency will convert all Bid prices expressed in the amounts in various currencies in which the Bid prices as follows:

For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day, in case of holiday in State Bank of Pakistan on the day of opening financial bids, then previous working day's ex-change rates will prevail.

31 **One Person One Bid**

(in accordance with Rule 36A of PPR-14)

31.1 One person may submit one bid and if one person submits more than one bids, the procuring agency shall reject all such bids.

31.2 If a consortium of persons has submitted a bid, it shall be construed that each member of the consortium submitted the bid.

32 **Re-Bidding**

32.1 If the Procuring Agency rejects all the Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.

33 Preliminary Examination

33.1 i) The Procuring Agency will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.

ii) Arithmetical errors will be rectified on the following basis:-

a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited.

b. If there is a discrepancy between words and figures, the amount in words will prevail.

iii) Prior to the detailed evaluation, the Procuring Agency will determine the responsiveness of each Bid to the Bidding documents, pursuant to ITB **Clause 34** For purposes of these Clauses, a responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning **Bid Security** (ITB **Clause 11**), **Applicable Law** (GCC Clause 5), **Taxes and Duties** (GCC Clause 12) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

iv) If a Bid is not responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

a) Meets the eligibility criteria defined in **ITB 2**;
b) Has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents;
c) Has been properly signed;
d) Is accompanied by the required securities; and
e) Is responsive to the requirements of the Bidding Documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

34	Examination of Terms and Conditions; Technical Evaluation	34.1 The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.
		34.2 The Procuring Agency shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in **Technical Specifications, Schedule of Requirements & Evaluation Criteria as provided in BDS,** have been met without material deviation or reservation.
		34.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not responsive in accordance**,** it shall reject the Bid.

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.

<table>
<tr><th>ITB No.</th><th>Amendments of, and Supplements to, Clauses in the Instruction to Bidders</th></tr>
<tr><td>1.1</td><td>Name of Procuring Agency: Punjab Education, Curriculum Training & Assessment Authority (PECTAA)</td></tr>
<tr><td>1.2</td><td>The number of the Invitation for Bids is:
PECTAA/ FY26-27/04/TC-STB/AS27-28/(1)</td></tr>
<tr><td>4</td><td>Address for clarification of bids purposes only:
DIRECTOR PROCUREMENT
PUNJAB EDUCATION, CURRICULUM TRAINING & ASSESSMENT AUTHORITY
Address: Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore
Phone: 042-99260144</td></tr>
<tr><td>4.2</td><td>A pre-bid meeting will be held at the Committee Room of PECTAA Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore on Thursday, 12 November 2026 at 11:30 a.m.</td></tr>
<tr><td></td><td>Preparation of Bids</td></tr>
<tr><td>8</td><td>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).</td></tr>
<tr><td>9</td><td>Alternative bids shall not be considered.</td></tr>
<tr><td>10.</td><td>The bid validity period shall be: 90 days from the opening of Technical Bid.</td></tr>
<tr><td></td><td>Submission and Opening of Bids</td></tr>
<tr><td>7.1</td><td>Particulars of documents to be attached duly signed and stamped by the Bidder.
(a) Technical Bid:
<table>
<tr><th>Sr. No.</th><th>Particulars of documents</th></tr>
<tr><td>1.</td><td>Bid Submission Sheet (BSS)</td></tr>
<tr><td>2.</td><td>Bidder Information Sheet (BIS)</td></tr>
<tr><td>3.</td><td>General Conditions of Contract (GCC)</td></tr>
<tr><td>4.</td><td>Special Conditions of Contract (SCC)</td></tr>
</table></td></tr>
</table>

<table>
<tr><td></td><td>
<table>
<tr><td>5.</td><td>The Bidder shall submit Pay Orders amounting to Rs.17,500/- (Non-refundable) for each Coated Bleached Board/ Art Paper sample in favor of PECTAA, as test-fee of samples along with the Technical Bid.</td></tr>
<tr><td>6.</td><td>Copy of CNIC, valid NTN/valid Sales Tax Number</td></tr>
<tr><td>7.</td><td>Bid Security through e-Procurement System</td></tr>
<tr><td>8.</td><td>Coated Bleached Board/ Art Paper samples as per technical specifications and duly signed & stamped by the concerned Bidder. Minimum three (03) Set of samples separately are allowed (each sample consists of Five (05) sheets)</td></tr>
<tr><td>9.</td><td>Technical Bid Proforma</td></tr>
<tr><td>10.</td><td>Undertaking on Company’s letterhead for non-blacklisting from the procuring agency and piracy of textbooks of PECTAA
E-stamp of required value in case of JV/Consortium</td></tr>
<tr><td>11.</td><td>Supply Requirement Section V</td></tr>
</table>
(b) Financial Bid:
Following documents shall be submitted on Punjab e-Procurement System only.
<table>
<tr><td>Sr. No.</td><td>Particulars of documents</td></tr>
<tr><td>1.</td><td>Financial Bid Proforma (Original)</td></tr>
</table>
</td></tr>
<tr><td>8.4 & 14</td><td>Technical Bid shall be submitted through Punjab e-Procurement System.
For purpose of submission of original “Coated Bleached Board/ Art Paper Samples” and “Instrument of Testing Fee”, the Procurement Agency’s address is:
Attention: Director (Procurement), PECTAA
Address: Committee Room of PECTAA Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore
City: Lahore
Country: Pakistan
Telephone: 042-99260144
However, Financial Bid shall be submitted on PUNJAB E-PROCUREMENT SYSTEM only.
The deadline for the submission of bids is:
Date: Thursday, 19 November 2026
Time: 11:30 am.</td></tr>
<tr><td>16.1</td><td>The bid opening shall take place at:
Address: Committee Room of PECTAA Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore</td></tr>
</table>

	City: Lahore Country: Pakistan Date: **Thursday, 19 November 2026** Time: **12:00 p.m.**
	Evaluation and Comparison of Bids
30.	The currency that shall be used for bid evaluation and comparison purpose is: Pak Rupees
	Procuring Agency's Right to Vary Quantities at Time of Award
19.	The Procuring Agency reserves the right to increase or decrease the quantities of **TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28** upon issuance of the Award Letter; however, any increase, reprints, repeat orders, or additional awards will be on the analogy of rule-59 (c)(iv) of PPR-14 (not more than 15%).

Section III. Evaluation and Qualification Criteria

1. 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.
2. The Procuring Agency shall examine the bid 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.
3. The Procuring Agency shall evaluate technical aspects through physical inspection and examination of the documents produced by the Bidder.
4. If, after the initial scrutiny of mandatory documents, the Procuring Agency determines that the bid is non-responsive, it shall reject the bid straight away.
5. A responsive bid is one that conforms to all mandatory requirements, the terms and conditions, and specifications of the Bidding Documents without material deviation, reservation or omission.
6. 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 Paper Testing Laboratory (in the light of recommendations of the Procurement Committee of PECTAA).
7. 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) through Punjab e-Procurement System as well as uploaded on the websites of PECTAA and PPRA.
8. Comparative Statement: -
   The technically responsive bidder offering the lowest rate in the respective **Package of Title Covers** would be the lowest evaluated bidder (**Based on Least Cost Method).**
9. After opening of Financial Bid through Punjab e-Procurement System, the successful Bidders shall be awarded the contract for which they are entitled under PPR-14.

LIST OF MANDATORY DOCUMENTS/ REQUIREMENTS

The following documents must be attached with the technical bid.

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 Partner/ Member of JV/ Consortium" (where applicable) (**Appendix-C-1**).
4) Duly filled in, signed and stamped "Bidder Information Sheet for other than Lead Partner/ Member 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 2024 and 2025 (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 Partner/ Member must be provided.
18) Income tax return of last two financial years of the Bidder. In case of JV/ Consortium, the Income tax returns of last two years of the Lead Partner/ Member 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 Partner/ Member shall be provided.

20) **Undertaking regarding Blacklisting, Bankruptcy and Piracy:** The Bidder shall submit an **Undertaking on its official letterhead, duly signed and stamped by the authorized representative,** certifying that (i) the Bidder is not currently blacklisted by the Procuring Agency in accordance with the applicable provisions of the **PPRA Rules, 2014**; (ii) the Bidder has not been declared bankrupt during the last five (05) years; and (iii) the Bidder has neither been involved in nor convicted for piracy of **Jackets, Textbooks, etc. of PECTAA or any other Textbook Board of the federating units of Pakistan** or their Title Covers during the last five (05) years, and that no criminal case has been registered against the Bidder in this regard and no criminal proceedings are pending against the Bidder. In case of a **Joint Venture (JV)/Consortium**, the aforesaid Undertaking shall be furnished separately by **each member** of the JV/Consortium.

21) 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).
22) **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 bid). 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. **The location and the address mentioned on the Press Declaration Certificate must be same, in case of different locations, the intimation letter to the DC office must be made and copy of said intimation must be attached.**
23) The original agreement of JV/ Consortium signed on E-Stamp Paper of **Rs.3,000/-** duly signed and stamped by all the members.
24) 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.
25) Copy of valid CNIC's of the Bidder (in case of AOP, Consortium or JV, copy of CNIC of all members)
26) Attested 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.
27) The Bidder shall submit **a minimum of three (03) Coated Bleached Board/ Art Paper samples**, each consisting of five (05) sheets, along with the prescribed fee. It is mandatory for the Bidder to stamp and sign each sheet and clearly write the name of the Coated Bleached Board/ Art Paper manufacturer in the top corner. The Bidder shall not stamp, sign or mention name of Coated Bleached Board/ Art Paper manufacturer more than once on the same sheet.
28) All documents are duly signed by the Bidder or authorized signatory.

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

QUALIFICATION/ TECHNICAL EVALUATION CRITERIA

1) The Procuring Agency shall use the 'Qualification / Technical Evaluation Criteria' shown below to determine the capacity of the bidders. The bidders shall be evaluated in number of areas as mentioned in 'Qualification / Technical Evaluation Criteria' 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	Financial Soundness	100	30%	30
Total		200	100%	100

3) Total marks as per weightage are 100 and minimum marks of qualifying are **65.**
4) In case of JV/ Consortium, the Lead Member/ Partner at its own must obtain at **least 40%** marks of the total marks **obtained** by the JV/ Consortium.

PART-I: OPERATIONAL STRENGTH (100 MARKS)

<table>
<tr><th>Sr. No.</th><th>Particulars</th><th>Description/ Distribution of Marks</th><th>Maximum Marks</th></tr>
<tr><td>T.1</td><td>Printing Capacity:
i. Four colors and above machine will be considered.
ii. Minimum one ‘Four Color Machine’ is mandatory, otherwise, Bidder shall be “Disqualified”.
iii. No marks shall be given if the Printing Machine Size will be less than 23″x36″.
iv. 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.</td><td><table><tr><th>Model of Printing Machine</th><th>Points Assigned for Each Machine</th></tr><tr><td>Less than 1990</td><td>0</td></tr><tr><td>From 1990 up to 2000</td><td>8</td></tr><tr><td>Above 2000 to 2010</td><td>10</td></tr><tr><td>Above 2010</td><td>12</td></tr></table></td><td>40</td></tr>
<tr><td>T.2</td><td>Lamination Capacity
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, Lead Bidder or Member/ Partner of the JV/ Consortium will have to show said machine in working condition and be able to laminate without any defect and fault, otherwise, Bidder shall be ‘Disqualified’.</td><td><table><tr><th>Number of Fully Automatic Sheet to Sheet Lamination Machines</th><th>Max. Points</th></tr><tr><td>1</td><td>15</td></tr><tr><td>2 or more</td><td>30</td></tr></table></td><td>30</td></tr>
</table>

<table>
<tr>
<td>T.3</td>
<td>Human Resource of Printing Press:

Provide detail of employees on T.3 Form along with attested copies of CNIC and list of salary sheet (duly signed & stamped by the Bidder/ owner).</td>
<td>➢ Production/ Quality Assurance Manager: (2.0)
(Minimum Education: Graduation/ DAE)
➢ Human Resource Manager/ Executive: (1.0)
(Minimum Education: Graduation)
➢ Accountant: (2.0)
(Min. I.Com or equivalent)
➢ Skilled Employees (10.0)
(Minimum requirement of two years' experience)

<table><tr><th>No of Skilled Workers</th><th>Points Assigned</th></tr><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></table></td>
<td>15</td>
</tr>
<tr>
<td>T.4</td>
<td>Storage Facility/ Godown:

Storage Facility/ Godown must be within the premises of Printing Press</td>
<td><table><tr><th>Space (Marla)</th><th>Points Assigned</th></tr><tr><td>Less than 10</td><td>0</td></tr><tr><td>10 to 20</td><td>2</td></tr><tr><td>Above 20</td><td>5</td></tr></table></td>
<td>5</td>
</tr>
<tr>
<td>T.5</td>
<td>Alternate Power/ Genset/ Solar System:

(It shall be in working condition and within the premises of printing press.)</td>
<td><table><tr><th>Power (KVA)</th><th>Points Assigned</th></tr><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></table></td>
<td>5</td>
</tr>
<tr>
<td>T.6</td>
<td>Computer to Plate (CTP) Facility and Design House</td>
<td><table><tr><th>Description</th><th>Points Assigned</th></tr><tr><td>Availability of Computer to Plate Machine and Design House</td><td>5</td></tr></table></td>
<td>5</td>
</tr>
<tr>
<td colspan="2"></td>
<td>Total Marks (A)</td>
<td>100</td>
</tr>
<tr>
<td colspan="2"></td>
<td>Marks Obtained as per Weightage (A x 70%) = (B)</td>
<td></td>
</tr>
</table>

PART-II: FINANCIAL SOUNDNESS (100 MARKS)

<table>
<tr><th>Sr. No.</th><th>Particulars</th><th>Description/ Distribution of Marks</th><th>Maximum Marks</th></tr>
<tr><td>F.1</td><td>Bank Statements for last two years
[i.e. 01.07.2024 to 30.06.2026]

(Must be verified by the concerned Bank Branch Manager)

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</td><td><table><tr><th>Total deposit in bank for last two years (Credit Side)
(Rs. in Million)</th><th>Points Assigned</th></tr><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></table></td><td>20</td></tr>
<tr><td>F.2</td><td>Income Tax Chargeable in last two Tax Year 2024 and 2025

(Attach copy of Income Tax Returns alongwith Income tax deducted/ paid with deduction certificates/ copy of challan) Online verification of ATL</td><td><table><tr><th>Income Tax
(Rs. in Million)</th><th>Points Assigned</th></tr><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></table></td><td>20</td></tr>
<tr><td>F.3</td><td>Average bank balance of 24 months w.e.f. 01.07.2024 to 30.06.2026.

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, otherwise no marks shall be granted)</td><td><table><tr><th>Average bank balance
(Rs. in Million)</th><th>Points Assigned</th></tr><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></table></td><td>20</td></tr>
</table>

<table>
<tr>
<td>F.4</td>
<td>Financial Value of Similar Contracts:

Total Value of Contracts for the period from 01.07.2024 to 30.06.2026 related to supply of Tile Covers of Textbooks of L&NFBE. to the PECTAA and any other Textbook Board in Pakistan.

(Attested copies of Award Letter/ Allocation Letter/ Contract Agreement must be attached, otherwise NO MARKS shall be granted. In case of provision of any bogus/ fake document, the application shall be rejected straight away)

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.</td>
<td><table>
<tr><td>Contract Amount
(Rs. in Million)</td><td>Points Assigned</td></tr>
<tr><td>Less than 5</td><td>0</td></tr>
<tr><td>5-20</td><td>4</td></tr>
<tr><td>Above 20 to100</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>
</table></td>
<td>20</td>
</tr>
<tr>
<td>F.5</td>
<td>Sales Tax:
Sales Tax paid/ deducted for last two years [i.e. 01.07.2023 to 30.06.2025]

.</td>
<td><table>
<tr><td>Sales Tax paid/ deducted
(Rs. in Million)</td><td>Points Assigned</td></tr>
<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>
</table></td>
<td>20</td>
</tr>
<tr>
<td colspan="2" rowspan="3"></td>
<td>Total Marks (C)</td>
<td>100</td>
</tr>
<tr>
<td>Marks Obtained as per Weightage (C x 30%)=(D)</td>
<td></td>
</tr>
<tr>
<td>Total Obtained Marks (B+D)</td>
<td></td>
</tr>
</table>

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 Partner/ Member of JV/ Consortium (Where Applicable)
IV	Bidder Information Sheet for other than Lead Partner/ Member 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	Performance Security/ Bid Security Proforma

"Appendix – A"

BID SUBMISSION SHEET

(To be submitted on the letterhead)

Date: _____

Tender No.: _____

To

Director Procurement,

Punjab Education Curriculum Training & Assessment Authority,

Subject: **TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28**

Dear Sir,

Pursuant to the advertisement of invitation for submission of bid regarding the subject cited above, I/We _____

_____

_____

hereby submit the bid 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 & ASSESSMENT AUTHORITY to (i) request additional information reasonably required to assess our 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 Bid, 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 Clause 10, ITB 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 22, ITB, and Clause 13, 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 regarding Bid Security:

PSID Number	Dated	Bank Name	Amount (Rs.)
Total			

(ii) Particular of Pay Orders regarding Coated Bleached Board/ Art Paper testing fee:

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

Signature and Stamp of the Bidder

(Lead Partner/ Member 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 Partner/ Member of JV/ Consortium)

1. **Name of JV/ Consortium:** _____
2. **Name of Lead Partner/ Member:** _____
3. **Particulars of Lead Partner/ Member:**

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 Partner/ Member

"Appendix –C-2"

BIDDER INFORMATION SHEET

(For Other than Lead Partner/ Member of JV/ Consortium)

1. **Name of JV/ Consortium: _____**
2. **Name of Bidder, Other than Lead Partner/ Member: _____**
3. **Particulars of Bidder, Other than Lead Partner/ Member:**

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 Partner/ Member

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

TECHNICAL BID PROFORMA

Capacity Evaluation Forms for Bidder

"Appendix -D"

Printing Capacity Evaluation Form-1 (T.1)

a) Name of Printing Press/ Facility: _____

b) Address of Premises: _____

c) Name of Owner: _____

(Copy of Printing Press Declaration is to be attached)

Sr. No.	Make & Model	No. of Colours (Four or more only)	Size (Inches x Inches)	No. of Machines	Year of Manufacturing	Output (Sheets per hour)

Note: In case of JV/ Consortium, this form is to be filled separately by each member

Signature of Bidder with Stamp

"Appendix -E"

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:**

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

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

Detail of Accountant					
S. No.	**Name**	**Education**	**CNIC #**	**Monthly Salary (PKR)**	**Date of Joining**
1					

Detail of Skilled Employees						
Sr. No.	**Name**	**Designation**	**Education**	**CNIC #**	**Date of Joining**	**Years of Experience**
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 copies of CNIC (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

"Appendix -H"

Alternate Power/ Genset/ Solar System 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/ Solar System 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.:_____

CTP Machine and Design House are available (Yes/No)	**Make & Model of CTP Machine**

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.:_____

Deposit (Credit Side of Bank Statement Only)						
Title of Account	**Account No.**	**Name of Bank**	**Name of Branch**	**Amount (Rs. in Million)**		
				01.07.2024 to 30.06.2025	**01.07.2025 to 30.06.2026**	**Total**
					Grand Total	

(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 2024 AND 2025 (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 **2024** and **2025** along with Income Tax deducted /paid/ deduction certificate/copy of challan)

Income Tax Return Year	**Amount of Income Tax** **(Rs. in Million)**
2024	
2025	
Total	

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.

-	**Closing Balance as of Last Date of the Each Month (Rs. in Million)**			
Title of Account				Total
Account No.				
Name of Bank				
Name of Branch				
-	A	B	C	E = A+B+C
July – 2024				
August – 2024				
September – 2024				
October – 2024				
November – 2024				
December – 2024				
January – 2025				
February – 2025				
March – 2025				
April – 2025				
May – 2025				
June – 2025				
July – 2025				
August – 2025				
September – 2025				
October – 2025				
November – 2025				
December – 2025				
January – 2026				
February – 2026				
March – 2026				
April – 2026				
May – 2026				
June – 2026				
Total				

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 Tile Covers of Primers/ Jackets/ Textbooks/ etc. during last two years [i.e. 01.07.2024 to 30.06.2026].

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
01.07.2024 to 30.06.2025							
01.07.2025 to 30.06.2026							
						Grand Total	

Signature of Bidder with Stamp

"Appendix – N"

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. 01.07.2024 to 30.06.2026] along with Sales Tax deducted /paid/ Sales Tax Returns)

Month	**Sales Tax (Deducted/ Paid)** **(**Rs. in Millions**)**
July – 2024	
August – 2024	
September – 2024	
October – 2024	
November – 2024	
December – 2024	
January – 2025	
February – 2025	
March – 2025	
April – 2025	
May – 2025	
June – 2025	
July – 2025	
August – 2025	
September – 2025	
October – 2025	
November – 2025	
December – 2025	
January – 2026	
February – 2026	
March – 2026	
April – 2026	
May – 2026	
June – 2026	
Total	

Signature of Bidder with Stamp

FINANCIAL BID PROFORMA

FOR PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28.

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).

CLASS PRE-I TO XII

Name & No. of Lot/ Package	**Size** (Inches x Inches)	**Quantity** (No. of TC)	**Unit Rate** **(Rs. per TC)** (Inclusive of all applicable taxes)	**Total Value** **(Rs.)** (Inclusive of all applicable taxes)
Lot-1: Tarjuma-tul-Quran-ul-Majeed	11.25x17.50	1,000,000		
	10x15	1,400,000		
Lot-2: Textbooks/ Workbooks/ SRM	11.25x17.25	500000		
	11.25x17.5	18,000,000		
Lot-3: Textbooks/ Workbooks/ SRM	10x15	17,600,000		
	10x15.5	1,000,000		
Lot-4: PNB	14X20	500000		
	14X20.5	1000000		
Grand Total		**41,000,000**		

Total Amount in Words: _____

_____

Note-1 The aforementioned quantities of Title Covers 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 as a bidder, associate or be associated, whether as Lead Partner/ Member of Joint Venture/ Consortium, with the printing and lamination of the Title Covers of the first category (i.e. Tarjuma-tul-Quran-ul-Majeed).

Note-2 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.

Note-3 Designs of Title Covers for Final Print will be approved by Curriculum and Compliance Unit of PECTAA.

Note-4 Total Bid Security at the rate of 2% of the Estimated Price as mentioned in the Bidding Documents.

Bid Security paid vide PSID amounting to Rs. _____ of

Bank_____

Dated _____ submitted along with Technical Bid.

Name of Proprietor / Director / Partner _____

Dated: _____ CNIC _____

Note-1: Bidder may participate in any one or multiple packages/ Lots.
Note-2: Financial Bid will be evaluated on the total Bid Value of each Package/ Lot.

Signature & Stamp of Bidder

STATEMENT SHOWING "ESTIMATED PRICE AND ESTIMATED BID SECURITY" FOR PROCUREMENT OF TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28

CLASS PRE-I TO XII

Name & No. of Lot/ Package	**Size** (Inches x Inches)	**Quantity** (No. of TC)	**Estimated Price** **(Rs.)** (Inclusive of all applicable taxes)	**Bid Security at the rate of 2% of the Estimated price** **(Rs.)** (Inclusive of all applicable taxes)
Lot-1: Tarjuma-tul-Quran-ul-Majeed	11.25x17.50	1,000,000	33,500,000	670,000
	10x15	1,400,000		
Lot-2: Textbooks/ Workbooks/ SRM	11.25x17.25	500,000	295,875,000	5,917,500
	11.25x17.5	18,000,000		
Lot-3: Textbooks/ Workbooks/ SRM	10x15	17,600,000	233,000,000	4,660,000
	10x15.5	1,000,000		
Lot-4: PNB	14X20	500,000	25,000,000	500,000
	14X20.5	1,000,000		
Grand Total		**41,000,000**	**587,375,000**	**11,747,500**

Signature & Stamp of Bidder

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 SINGLE TEXTBOOKS THROUGH FRAMEWORK CONTRACT FOR THE ACADEMIC SESSION 2027-28

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 five (05) 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 **Punjab e-Procurement System** 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 **Punjab e-Procurement System**, 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	Burst Factor	Brightness	Front side	Back side	Caliper/thickness
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 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. The Kraft Paper already used once, is not allowed to be reused for packing of Title Covers.
`

(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.

B. TECHNICAL SPECIFICATIONS FOR TITLE COVERS FOR PRACTICAL NOTEBOOKS THROUGH FRAMEWORK CONTRACT FOR THE ACADEMIC SESSION 2027-28

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 five (05) 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 **Punjab eProcurement System** 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 **Punjab eProcurement System**, 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%	**Coated Art Paper**	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/ Practical Note Books 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 title covers**) shall be covered by **Kraft Paper** or of a minimum of **80 GSM** or equivalent/better. The Kraft Paper already used once, is not allowed to be reused for packing of Title Covers.

(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.

TECHNICAL BID PROFORMA

Production Capacity Evaluation Form for Bidders

1. Procurement of Coated Bleached Board / Art Paper:

a) Name of Bleached Board /Art Paper (for textbooks/ Practical Note Books) Manufacturer(s)/ Authorized Dealer

(1) _____
(2) _____
(3) _____
(4) _____
(5) _____
(6) _____
(7) _____
(8) _____

b) Number of samples of Coated Bleached Board/ Art Paper of given specification attached_____.

When participating in lot(s) of Single Textbooks through frame work contract, the bidder shall submit along with the Technical Bid minimum 03 set of Coated Bleached Board samples of **different** Manufactures consisting of a minimum five(05) sheets of 20”x30”/208-220 GSM or 23”x36”/208-220 GSM, 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, the bidder shall submit along with the Technical Bid minimum 03 set of Art Paper samples of **different** Manufacturers consisting of a minimum five (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 Framework Contract for Single Textbooks for the Academic Session 2027-28

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 2027-28

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) The Contractor shall submit Pay Order of Rs. 52,500/- (i.e. 17,500 x 3) as Coated 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 Coated 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 contractor. 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:
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 AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28

For Single Textbooks/ PNB (Under Framework):

Sr. #	Description of Title Covers	Supply Schedule
1	Single Textbooks for Open Market	Up till **Friday, January 22, 2027** (**Tentative Duration; Up to 38 Day(s) of issuance of Notification of Award)** minimum **25% quantity** of Title Cover is required to be supplied. Remaining will be conveyed after the announcement of annual/ additional allocation for the Academic Session 2027-28/ 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 2027-28/ 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)	Tentative Duration (Up to)
1	Issuance of Notification of Award	Tuesday, December 15, 2026	After 42 Days of Publication of Advertisement
2	The Bidder shall intimate to the **Incharge Art Cell, PECTAA** 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)	Tuesday, December 15, 2026	After 0 Day(s) of Issuance of Notification of Award
3	Issuance of Designs of Title Covers through email from Art Cell	Tuesday, December 15, 2026	After 0 Day(s) of Issuance of Notification of Award
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)	Friday, December 18, 2026	After 3 Day(s) of Issuance of Designs
5	Approval of Designs of Title Covers for Final Print from Curriculum and Compliance Unit (Final Print Order)	Friday, December 25, 2026	After 7 Day(s) of Submission of Proofs (Computer Prints)
6	Execution of Agreement / Submission of Performance Guarantee	Wednesday, December 30, 2026	After 15 Day(s) of Issuance of Notification of Award
7	Submission of intimation to the Director (Procurement), PECTAA, regarding the location/address of the godown for the inspection of 30% Coated Bleached Board and allied material of the total awarded quantity as per approved technical specifications.	Sunday, December 27, 2026	After 12 Day(s) of Issuance of Notification of Award
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 Successful Bidder (referred as Contractor), 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 Contractor as specified in the Agreement, subject to such additions and adjustments thereto or deductions therefrom, as may be made pursuant to the terms of Contract.

(d) "Day" means calendar day.

(e) "Completion" means the fulfillment of the printing, binding and supply of **Title Covers** by the Contractor 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**

(h) "Procuring Agency" means the entity procuring the **Title Covers** as specified in the SCC.

(i) "SCC" means the Special Conditions of Contract.

(j) "Bidder" means bidder

(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.

2.2 The Contractor shall execute a contract agreement with the Procuring Agency on **stamp paper worth Rs.0.25%** of the total value of work awarded.

3. Joint Venture, Consortium or Association	3.1	As per bid, if the Bidder is a JV, Consortium, or Association of the Parties/Persons/AOPs shall be jointly and individually liable to the Procuring Agency for fulfillment of provisions of the Contract and shall designate one party to act as authorized signatory with authority to bind the JV, consortium, group or AOPs. The composition or the constitution of the JV/Consortium/AOPs/Group shall not be altered without prior consent of the Procuring Agency.
	3.2	After submission of JV agreement all the correspondence is made with lead partner started from the submission of bid upto the conclusion of the procurement agreement.
	3.3	Contract agreement will be signed with lead partner along with all other JV partners jointly in order to strengthen the legal responsibility but lead partner holds the main responsibility.
	3.4	Payment shall be made to the lead partner after imposition / deduction of all applicable taxes as per state of law.
4. Notices	4.1	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.
	4.2	A notice shall be effective when delivered or on the notice's effective date, whichever is later.
5. Applicable Law	5.1	The Contract shall be governed by and interpreted in accordance with the Laws of Pakistan/the Punjab, in vogue.
6. Settlement of Disputes	6.1	The Procuring Agency and the Contractor 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.
	6.2	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 Contractor 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 details specified in the SCC**.**
	6.3	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 Contractor any amount due to the Contractor.

7. Scope of Supply

7.1 The **Title Covers** to be supplied shall be as specified in the Supply Requirements.

8. Supply of Title Covers

8.1 The Supply of the **Title Covers** shall be in accordance with the Schedule of Supply specified in Supply Requirements.

9. Contractor's Responsibilities

9.1 The Contractor shall supply all the **Title Covers** as included in the Scope of Supply in accordance with Clause 7, GCC and the Schedule of Delivery, as per Clause 8, GCC.

10. Contract Price

10.1 (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, 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.

10.2 Prices charged by the Contractor for the **Title Covers** delivered and performed under the Contract shall not vary from the prices quoted by the Contractor in its bid/ or approved rate, with the exception of any price adjustments authorized in the SCC.

11. Terms of Payment

11.1 The payment shall be made upon the supply of each installment as specified in the 'Schedule of Supply', after deduction of all applicable taxes and penalty(s), if any.

11.2 The payment shall be made to the Contractor after submission of bill, accompanied with original certificate of paper manufacturer and delivery receipts duly authenticated by the warehouse staff.

11.3 Payments shall be made promptly by the **Procuring Agency**, after submission of request for payment by the Contractor, and after the Procuring Agency has accepted it. The payments shall be made in Pak Rupees.

12. Taxes and Duties

12.1 The Contractor 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 **TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28** to the Procuring Agency.

13. Performance Security	13.1	The Contractor shall, within **fifteen (15)** days of the notification of contract award, provide a ***Performance Security @ 03%*** of the value of contract must be deposited electronically in accordance with the provisions available with the **Punjab e-Procurement System (ep)**, under the Punjab Procurement Rules 2014, with validity till expiry of contract. The Bid Security shall only be released after submission of Performance Security.
	13.2	The proceeds of the performance security shall be payable to the Procuring Agency as compensation for any loss resulting from the Contractor's failure to complete its obligations under the Contract.
	13.3	The performance security shall be discharged by the Procuring Agency and returned to the Contractor after successful completion of Performance. The Contractor shall submit additional Performance Security for increase of number of Pages and repeat Order (if any). The Contractor shall comply contract obligations till the contract expiry.
14. Confidentiality	14.1	The Procuring Agency and the Contractor 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 Contractor 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 Contractor shall obtain from such Sub-Contractor an undertaking of confidentiality similar to that imposed on the Contractor under Clause 14, GCC.
	14.2	The Procuring Agency shall not use such documents, data, and other information received from the Contractor for any purposes unrelated to the contract. Similarly, the Contractor shall not use such documents, data, and other information received from the Procuring Agency for any purpose other than the performance of the Contract.
15.Sub-Contract	15.1	The Contractor shall not sub-let the job awarded. He will execute the entire work at his own premises which was declared/ verified at the time of qualification process. Any deviation or sub-letting shall result in forfeiture of Performance Security and Blacklisting of the Firm.
16.Specifications and Standards	16.1	The Contractor shall ensure that supply of **Title Covers** under this Contract shall conform to the technical specifications and standards as given in Section-V; Supply Requirements.
17. Packing and Documents	17.1	The Contractor shall abide by the packing instructions of PECTAA as issued from time to time.

18. Inspections, Monitoring and Tests

18.1 PECTAA will carry out **regular inspections** of the printing, binding etc. to ensure quality and timely supply of **TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28.**

18.2 The inspections and tests (pre & post) shall be **conducted** on the **premises** of the Contractor, at point of delivery, and/or at the **Title Covers** final destination.

18.3 The Contractor will **intimate** in writing to Director (Procurement), PECTAA the location(s)/ address(es) where printing and binding 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 19, GCC of bidding document.

18.4 The Contractor shall facilitate the Monitoring Team(s) of PECTAA to get checked the printed **Title Covers** being printed Coated Bleached Board/ Art Paper quality, stock of Coated Bleached Board/ Art Paper and other allied items and shall not hesitate to do so.

18.5 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 AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28** to Government Institutions, shall have the right to termination of contract in part or whole, if the Contractor fails to comply with timelines mentioned in the Bidding Documents regarding stock of Coated Bleached Board/ Art Paper and printing/supply of each installment of **Title Covers** and award the same to the 2nd lowest Bidder at the risk and cost of the 1st lowest Bidder who failed to perform the work awarded and so on.

18.6 The Contractor shall **pay** to Procuring Agency Coated Bleached Board/ ink/ glue/ lamination testing fee of any consignments as deem fit by PECTAA.

18.7 The Procuring Agency shall provide the Contractor with a **report** of the results of any such test and/or inspection.

18.8 The Procuring Agency may **reject** any **Title Covers** or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Contractor shall either rectify or replace such rejected **Title Covers** at no cost to the Procuring Agency.

18.9 In addition, the contractor shall arrange 0.5% Title Covers of each Single Textbooks and PNBs **(Payable)** to meet the wastage during the binding process.

18.10 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.

19. Penalty(s)

19.1 If the Contractor fails to deliver any or all of the **Title Covers** within the period specified in the Contract, the Director Procurement 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 19.2 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 23, GCC.

19.2 The following penalties shall be imposed judiciously by the Director Procurement of PECTAA for irregularities committed by the successful Bidder in execution of work awarded to him / her by the Authority. Any decision with in this regard to imposition of penalty / penalties will be enforced on the Contractor 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.,**15 days** 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	(i) Submission of false and forged invoice (which could not be verified by the Sales Tax Department) of Bleached Board from mills and importer concerned. (ii) Non-submission of intimation letter regarding availability of stock of 30% of Coated Bleached Board, Inks, Glue etc.	(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. (ii) In case of non-submission of intimation letter regarding availability of stock of 30% Coated Bleached Board, Inks, Glue etc. within 12 days of issuance of Award Letter, extension up to **8 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. If after extension, (i.e. within 20 days of issuance of award letter), the successful Bidders fails to intimate the availability of stock of Coated Bleached Board, Inks, Glue etc., the award letter/ contract shall be cancelled and Bid/Performance Security shall be fortified. The 2nd lowest bidder will be offered to execute the job @ 1st 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 2nd lowest bidder will be offered to execute the job @ 1st 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 Board.	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.	(iii) Replacement of all such stock as specified in Clause 20 in addition, penalty @ 5% of value of defective Title Covers will be imposed.
	(iv) 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, 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,	iv) **Before, During or After Printing, With or Without lamination:** 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).

	collection of paper samples, and the recommendations of PECTAA's inspection team(s)).	If the grammage of laminated Title Cover is less than 10% of following; "222GSM for Coated Bleached Board for Single Textbooks;" & 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, 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.

20. Change in Laws Taxes and Regulations	20.1	In case the regime of any tax levied by Government is changed during the currency of the agreement separate instructions to the extent of such levy will be issued to the Contractor. Such instructions shall be deemed to be a part of this agreement.
21. Force Majeure	21.1	The Contractor 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.
	21.2	For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Contractor and Procuring Agency that is, hurricane, floods, earth quick, volcanic eruption, wars or revolutions, fires, epidemics, quarantine restrictions, freight embargoes, etc.
	21.3	If a Force Majeure situation arises, the Contractor shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Contractor shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
22. Extensions of Time	22.1	If at any time during performance of the Contract, the Contractor should encounter conditions impeding timely delivery of the **Title Covers** pursuant to Clause 8, GCC, the Contractor 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 Contractor's notice, the **Director Procurement, PECTAA** shall evaluate the situation and if found justified may recommend to the **Managing Director (Operations), PECTAA**, to extend the Contractor'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.
	22.2	Except in case of Force Majeure, as provided under GCC Clause 21 a delay by the Contractor in the performance of its Delivery and Completion obligations shall render the Contractor liable to the imposition of penalty(s) pursuant to Clause 18, GCC, unless an extension of time is agreed upon, pursuant to Sub-Clause 22.1, GCC.

23. Termination

23.1 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 Contractor, may terminate the Contract in whole or in part:

(i) if the Contractor 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 22, GCC;

(ii) if the Contractor fails to perform any other obligation under the Contract; or

(iii) if the Contractor, 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 23.1(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 Contractor shall be liable to the Procuring Agency for any additional costs for such similar **Title Covers.** However, the Contractor shall continue performance of the Contract to the extent not terminated.

23.2 Termination for Insolvency.

The Procuring Agency may at any time terminate the Contract by giving notice to the Contractor if the Contractor becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Contractor, 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

24. Assignment

24.1 Neither the Procuring Agency nor the Contractor shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.

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 by PECTAA, the **Managing Director Academics, PECTAA** 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	**Piracy Checking & Premises**	26.1	The Contractor shall not use any printing or binding facility of any printer involved in piracy of any **Jacket/ Textbook/ Textbook of Tarjama-tul-Quran-ul-Majeed / Practical Note Book/ Matric-Tech Textbook/ Work Book etc.** of PECTAA and **their Title Covers**. In case of non-compliance, penalty shall be imposed as specified in Clause 19.2 (9) of the GCC/ and proceedings shall be initiated under the relevant (criminal) law.
27	**Governing Language**	27.1	The Contract shall be written in the language specified in SCC. Subject to GCC Clause 5, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
28	**Completion of PECTAA's work on priority basis**	28.1	The Contractor (Joint Ventures/ Consortium Partner/ Member) is bound to print/ bind the awarded work of PECTAA on top priority. If any other type of printing or binding 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.
29	**No Partial Payment of Title Covers**	29.1	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.
30	**Recourse in case of non-compliance**	30.1	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.

GCC	Description
1.	The Procuring Agency is: PECTAA, LAHORE
5.	The Procuring Agency's country is: PAKISTAN
4.	For **notices**, the Procuring Agency's address shall be: Attention: **Director Procurement, PECTAA, Lahore** Street Address: PECTAA Head Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore City: LAHORE Country: Pakistan Telephone: 042-99260144
5.	The governing law shall be the law of Pakistan and the Punjab.
6.	The rules of procedure for arbitration proceedings shall be as follows: The **Chief Executive Officer,** PECTAA shall be the sole arbitrator whose award shall be final and binding on the parties.
7.	The scope of supply for the **Title Covers** to be supplied shall be as specified in Section-V, Supply Requirements.
10.1 (b)	The prices charged for the **Title Cover** delivered shall be adjustable, subject to change in size only. The following methods shall be used to calculate the price adjustment: Proportionate Price.
11.	The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: **Payment:** The Contractor shall submit the bill on the basis of satisfactory completion of each installment as per 'Schedule of Supply'.
13.1	The amount of the Performance Security shall be: **03% of value of contract**. The currency shall be Pak Rupees, with expiry equal to the contract duration.
14 & 26	The copyright of the manuscript and artwork resides with PECTAA.
18.	The Inspections and tests shall be conducted at: i. The premises of the Contractors ii. Sample testing may be carried out by PECTAA from any Standard Testing Laboratory, which PECTAA deems fit.

13.3	The period of **validity of the Contract** shall be up to **31.03.2028** for title covers for **Single Textbooks and Practical Notebooks through Framework Contract for the Academic Session 2027-28** or issuance of award letter of next academic session whichever will be earlier.
18 & 19	The period for repair or replacement shall be 10 days of defective **Title Covers** for the Academic Session **2027-28**
27	The language shall be: ENGLISH

Section VIII. Contract Forms

Table of Forms

Contract Agreement ……..

Appendix "T"

(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 supply of **TITLE COVERS FOR SINGLE TEXTBOOKS AND PRACTICAL NOTE BOOKS THROUGH FRAMEWORK CONTRACT FOR ACADEMIC SESSION 2027-28** as per specifications mentioned in Bidding Documents 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 Bidder of award of Contract;
(b) the Bid Form and the Price Schedule submitted by the Bidder;
(c) the Schedule of Requirements/ Supply Requirements;
(d) the Technical Specifications;
(e) the General Conditions of Contract;
(f) the Special Conditions of Contract; and

(g) the Procuring Agency's Notification of Award.

(h) Contract agreement

(i) Complete Bid document

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 **31.03.2028** for Title Covers of **Single Textbooks/ Practical Note Books** or on the date of issuance of award letter for next academic session, whichever will be earlier.

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 bid, associate or be associated with the printing and lamination of the Title Covers of 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	Signature of the Procuring Agency
Name: _____	**DIRECTOR PROCUREMENT**
Complete Address: _____	Punjab Education Curriculum Training and Assessment Authority,
_____	PECTAA Head Office, Adjacent Pilot School, Link Wahdat Road, Allama Iqbal Town, Lahore.

Witness – I	Witness – II
Name: _____	Name: _____
Signature: _____	Signature: _____
Address: _____	Address: _____

Appendix "W"

(On Rs.1,200 E-Stamp Paper)

Affidavit

INTEGRITY PACT

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 time the sum of any commission, gratification, bribe, finder's fee or kickback given by {name of Contractor} 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.

Appendix "V"

Performance Security/ Bid Security: Through Punjab e-Procurement System

CHECKLIST OF DOCUMENTS

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

S. No.	Detail	Tick	Page No.
1	Bid Submission Sheet		
2	Bidder Information Sheet Other than JV/ Consortium (Where Applicable)		
3	Bidder Information Sheet for Lead Partner/ Member of JV/ Consortium (Where Applicable)		
4	Bidder Information Sheet for other than Lead Partner/ Member 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. 3,000/- (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 letterhead of firm(s) that Firm(s) is not currently blacklisted by Procuring Agency and bankrupt		
21	List of Bank Accounts		

S. No.	Detail	Tick	Page No.
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	Technical Bid Proforma		
29	Affidavit; Integrity pact Declaration of fees, commission and brokerage etc. Payable the bidders of goods, services & works		

Signature of Bidder with Stamp