

STANDARD BIDDING DOCUMENT

PROCUREMENT OF TITLE COVERS

For

Single Textbooks For The Academic Session 2019-20



PUNJAB CURRICULUM & TEXTBOOK BOARD

Address: 21/E-II, Gulberg-III, Lahore

Phone: 042-99230672-76

Website: <https://pctb.punjab.gov.pk/>

Price Rs.1,000/-

Issuing Month: July, 2018

Issuing Authority: Deputy Director (Procurement):

(Signature & Stamp) (Date)



PUNJAB CURRICULUM & TEXTBOOK BOARD, LAHORE

TENDER NOTICE

**PROCUREMENT OF 'TITLE COVERS' OF SINGLE TEXTBOOKS
(FOR ACADEMIC SESSION 2019-20).**

Sealed bids are invited for printing, lamination and supply of approximately 20.5 Million Title Covers of Single Textbooks for academic session 2019-20 from well reputed Firms / Companies / JVs / Consortiums / AOPs / Groups etc. registered with Income & Sales Tax Departments having adequate experience in the relevant field. Each Bidder shall submit Technical and Financial Bids in separate sealed envelopes giving full detail as demanded in the Standard Bidding Document (SBD). Single stage two envelope bidding procedure as per the PPRA Rules, 2014 shall be adopted. At first instance, Technical Bids shall be opened, and credentials of all Bidders shall be evaluated through physical inspection on their stated sites / premises / addresses as per prescribed technical evaluation criteria. Thereafter, Financial Bids of technically qualified Bidder shall be opened on a notified time, date and venue in presence of Bidders / their representatives.

The procurement of Bleached Board, Inks and Lamination Films etc. as per approved specifications mentioned in the SBD is responsibility of the Bidder. The rates shall be inclusive of cost of bleached board, printing, lamination, chargeable taxes and supply at Lahore. The firms shall not be blacklisted by any Government(s), Department, Semi-Government, Autonomous Body, Special Institution, Company, Agency and Organization etc.

A pre-bid meeting will be held at the address mentioned hereunder at 1200 hours on **17.12.2018**. Sealed bids shall be delivered at given address on or before **27.12.2018** at 1100 hours. Bid Security @ 2% of the estimated price in Pak Rupees from any scheduled bank of Pakistan shall be attached with Technical Bid in the form of CDR/Demand Draft/Pay Order in favor of the PCTB, Lahore. Late bids shall not be entertained. **Technical Bid** will be opened on the same day at 11.30 hours in the presence of the Bidders, representatives who choose to attend. SBD is immediately available after date of publication of the instant advertisement. PCTB shall not be responsible for any cost or expense incurred by Bidders in connection with the preparation or submission of Bids. In case of official holiday on the day of submission, next day will be treated as last submission date. The instant advertisement is also available on PCTB website www.ptb.gop.pk/tenders and PPRA website w.w.w.ppra.punjab.gov.pk.

Managing Director
Punjab Curriculum & Textbook Board
21-E-II, Gulberg-III, Lahore, Contract No.042-99230698

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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 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). It also involves evaluation of the Bid Submission Sheet, Bidder's Information Sheet & Technical Bid Performa.

Section IV: Bidding Forms

This Section contains **Financial Bid** and **Bid Security** to be submitted with the Bid.

PART 2 – SUPPLY REQUIREMENTS

Section V. Supply Requirements

This Section contains the 'Colour Scheme and Number of Pages' and 'List of Quantities'; Annexures "A" & "B", 'Schedule of Supply' and 'Technical Specifications'.

PART 3 – CONTRACT

Section VI. General Conditions of Contract (GCC)

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

Section VII. Special Conditions of Contract (SCC)

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

Section VIII: Contract Forms

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

PART 1–BIDDING PROCEDURE

Section I. Instructions to Bidders

A. General

1. **Scope of Bid** 1.1 Punjab Curriculum & Textbook Board invites bids from applicants (Publishers, Printers in the form of Sole Proprietor, Company, Consortium, Association of Persons (AOP) and Joint Venture (JV), Group etc.) for procurement of Single Textbooks for Academic Session 2019-20.
2. **Eligible Bidders** 2.1 The Title Covers will be printed on Bleached Board and laminated with Bi-Oriented Polypropylene (BOPP) Matt film for Single Textbooks as per Technical Specifications given in Section-V; Supply Requirements.
- 2.2 Any bidder who is involved in piracy of textbooks or Title Covers is not eligible.

B. Contents of Bidding Document

3. **Sections of Bidding Document** 3.1 The Bidding Document consists of Parts 1, 2 and 3, which include all the Sections indicated below, and should be read in conjunction with any Addenda issued in accordance with Clause 5, ITB.

PART 1 Bidding Procedure

- Section I. Instructions to Bidders (**ITB**)
- Section II. Bid Data Sheet (**BDS**)
- Section IV. Bidding Forms including Financial Bid Proforma.

PART 2 Supply Requirements

- Section V. Supply Requirements including Annexures "A" & "B". These include:
 - Detail of Pages, Colors Scheme.
 - Detail of Quantities
 - Technical Specifications
 - Schedules of Activities & Supply

PART 3 Contract

- Section VI. General Conditions of Contract (GCC)
- Section VII. Special Conditions of Contract (SCC)
- Section VIII. Contract Forms

- 3.2 The Invitation for Bids issued by the Punjab Curriculum & Textbook Board, Lahore (PCTB) is not part of the Contract Agreement.
- 3.3 If SBD are not purchased from the PCTB, the Participation in bidding proceedings will not be allowed.
- 3.4 The Bidders are expected to examine all instructions, forms, terms and conditions, and specifications in the SBD. Failure to furnish all information or documentation required by the SBD may result in rejection of the bid.
- 4. Clarification of Standard Bidding Document**
- 4.1 A prospective Bidder requiring any clarification regarding SBD shall contact the PCTB in writing at the address indicated in the BDS. The PCTB will respond in writing to any request for clarification, provided that such request is received not later than seven (7) days prior to the deadline for submission of bids. The PCTB shall forward copies of its response to all those who have acquired the SBD directly from it, including a description of the inquiry but without identifying its source. If the PCTB deems it necessary to amend the SBD as a result of a clarification, it shall do so following the procedure under Sub-Clause 5.2 & Clause 5, ITB.
- 5. Amendment of SBD**
- 5.1 At any time prior to the deadline for submission of bids, the PCTB may amend the SBD by issuing Addenda.
- 5.2 Any Addendum issued shall be part of the SBDs which shall be communicated in writing to all who have obtained the SBD directly from the PCTB.
- 5.3 To give prospective Bidders reasonable time in which to take an Addendum into account in preparing their bids, the PCTB may, at its discretion, extend the deadline for the submission of bids, pursuant to Sub-Clause 15.2, ITB.

C. 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 the PCTB shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. |
| 7. Documents Comprising the Bid | 7.1 | <p>The Bid shall comprise the following:</p> <p>(a) Technical Bid</p> <p style="padding-left: 40px;">Bid Submission Sheet (BSS), Bid Information Sheet (BIS), GCC, SCC, Samples of Bleached Board Samples Testing Fee, copy of CNIC, original receipt of Bid Document purchased from PCTB, Bid Security.</p> <p>(b) Financial Bid</p> <p style="padding-left: 40px;">The Financial Bid comprises Financial Bid Proforma and Supply Requirements-Section-V.</p> |
| 8. Bid Submission Sheet and Financial Bid | 8.1 | The Bidder shall submit the Bid 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 for any one or more than one items for printing & supply of Tittle Covers for Single Textbooks on Bleached Board and laminated with BOPP Matt film (inclusive of all taxes and inputs etc.) as per Technical Specifications given in Section-V keeping in view his own production capacity and supply period. |
| | 8.3 | Financial Bid furnished on Proforma other than the original shall not be accepted. |
| 9. Alternative Bids | 9.1 | Unless otherwise indicated in the BDS, alternative bids shall not be considered. |
| 10. Documents Establishing Qualifications of the Bidder | 10.1 | To establish its qualifications to perform the Contract, the Bidder shall submit the evidence of supply requirements of Bleached Board, , BOPP Laminating Sheet & allied inputs as per the prescribed specifications. |

- 11. Period of Validity of Bids** 11.1 Bids shall remain valid for the period specified in the **BDS** after the bid submission deadline date i.e. **90** days from the opening of financial bid. A bid valid for a shorter period shall be rejected by the PCTB as non-responsive.
- 12. Bid Security** 12.1 Bid Security @2% of total estimated value of quantity mentioned against respective estimated rates in favor of PCTB Lahore in the shape of Pay Order / Bank Draft or CDR issued by any scheduled bank of Pakistan, **shall be with the Technical Bid**. The bidder should affix on the back of the Pay Order/Bank Draft/CDR, the seal/stamp of group lead bidder, as the case may be. Bid security in the form of Bank Guarantee is not acceptable.
- 12.2 Any bid not accompanied by a substantially responsive Bid Security in accordance with ITB shall be **rejected** by the PCTB as non-responsive.
- 12.3 The Bid Security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security pursuant to ITB.
- 12.4 The Bid Security may be forfeited:
- (a) if a Bidder withdraws its bid during the period of bid validity specified in BDS.
 - (b) if the successful Bidder fails to:
 - (i) sign the Contract in accordance with Clause 25, GCC;
 - (ii) furnish a Performance Security in accordance with ITB.
- 12.5 The Bid Security of Sole Proprietor /Company / JV/Consortium /AOP/Group must be in the name of sole proprietor, company & as group leader or one or more than one of its members of the JV/ Consortium /AOP/Group that submits the bid.
- 13. Format and Signing of Bid** 13.1 The Bidder shall prepare one original of the documents comprising the bid as described in Clause 7 & 8, ITB and clearly mark it "ORIGINAL" on the relevant Proforma given in SBD.
- 13.2 The original bid shall be written in indelible blue/black ink and shall be signed by the bidder himself or a person duly authorized to sign on behalf of the Bidder.

- 13.3 For Financial Bid, any interlineations, erasures, or overwriting shall not be allowed.
- 13.4 For Financial Bid, use of white correcting fluid for any of the above, even if attested, shall be considered as invalid.

D. Submission and Opening of Bids

- 14. Sealing and Marking of Bids**
 - 14.1 Bidders may submit their bids by dropping the bid by hand in the tender box.
 - 14.2 The Bidder shall enclose the Technical & Financial Bids along with all relevant attachments in separate sealed envelopes, duly marking the envelopes as "TECHNICAL BID" and "FINANCIAL BID." These envelopes shall then be enclosed in one single envelope and sealed.
 - 14.3 The inner and outer envelopes shall;
 - (a) have the name and address of the Bidder,
 - (b) be addressed to the PCTB,
 - (c) be sealed properly by adhesive paper and signed with stamp.
 - 14.4 If all envelopes are not sealed and marked as required, the PCTB will assume no responsibility for the misplacement or premature opening of the bid.
- 15. Deadline for Submission of Bids**
 - 15.1 Bids must be received by the PCTB at the given address and no later than the date and time indicated in the BDS.
 - 15.2 The PCTB may, at its discretion, in lieu of unavoidable circumstances extend the deadline for the submission of bids by amending the SBD in accordance with Clause 5, ITB.
 - 15.3 Upon such extension in deadline, all rights and obligations of the PCTB and Bidders, evolved as such vide earlier transaction, shall thereafter be subject to the deadline as extended.
- 16. Late Bids**
 - 16.1 The PCTB shall not consider any bid that arrives after the deadline for submission of bids. Any bid received by the PCTB after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

- 17. Bid Opening (Technical Bid)** 17.1 The Tender Documents shall be submitted up to **27.12.2018** till 11:00 A.M. in the Tender Box, placed in Committee Room, Punjab Curriculum & Textbook Board and **Technical Bid** shall be opened on the same day at 11:30 A.M. in the presence of bidders or their authorized representatives who make them available on the time, date and venue mentioned above.
- (Financial Bid)** 17.2 The **Financial Bid** of bidders, those declared technically qualified and whose Bleached Board sample(s) found as per specifications of SBD, shall be opened on the notified time, date and venue. Bid rate shall be inclusive of all government taxes and GST (if applicable).

E. Award of Contract

- 18. Award Criteria** 18.1 The PCTB will award the Contract to the Bidder subject to the fulfillment of requirements of Rule 4, the Punjab Procurement Regulatory Authority Rules, 2014 (PPRA Rules, 2014), whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the SBD, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
- 19. Purchaser's Right to Vary Quantities at Time of Award** 19.1 At the time the Contract is awarded, the Managing Director, PCTB reserves the right to increase or decrease the quantity of **'Title Covers' of Single Textbooks (for Academic Session 2019-20) as per the Punjab Procurement Regulatory Authority Rules, 2014**, originally specified in Section V; Supply Requirements, without any change in the unit prices or other terms and conditions of the bid and the SBD.
- 20. Notification of Award** 20.1 Prior to the expiration of the period of bid validity, the PCTB shall notify the successful Bidder, in writing, that its bid has been accepted.
- 20.2 Until a formal contract is prepared and executed, the notification of award shall constitute a binding Contract.
- 20.3 The successful bidder's furnishing of the performance security, the PCTB shall discharge its bid security.
- 21. Signing of Contract** 21.1 The successful bidders, within one week of issuance of "Notification of Award", shall sign an agreement as per **Contract Agreement** given in **Section VIII; Contract Forms** with the Director (Production), Punjab Curriculum & Textbook Board on a non-judicial stamp paper of the requisite value which shall be paid by the bidder.

- 22. Performance Security**
- 22.1 Within **Fifteen (15) days** of the receipt of notification of award from the PCTB, in accordance with the Clause 14, GCC, the bidder shall submit the **Performance Security @ 10%** value of contract in shape of Bank Guarantee /Pay Order/CDR issued by a Scheduled Bank of Pakistan. However, on written request of the successful bidder, time period may be extended for another 15 days subject to payment of penalty.
- 22.2 **a)** Failure of the successful Bidder to submit the above mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security, and blacklisting of the firm. In that event the PCTB may award the Contract to the next lowest evaluated Bidder, on the rate of the first lowest bidder, whose offer is substantially responsive and is determined by the PCTB to be qualified to perform the Contract satisfactorily.
b) If the bidder submits partial value of total Bank Guarantee or requests for the adjustment of earnest money against Performance Guarantee, the deficit value of work will be awarded by the PCTB to the second lowest bidder at the lowest bid rate.
- + 22.3 With reference to a particular award the Performance Security of Sole Proprietor / Company /JV / Consortium/ AOP/ Group must be in the name of Sole Proprietor, Company & as Group Leader or one or more than one of its members of the JV /Consortium / AOP/ Group that submits the application.
- 23. Availability of Bleached Board & .**
- 23.1 20% Bleached Board, Inks, BOPP Lamination Sheet, etc. stock for the awarded quantities of 1st installment will be got checked after issuance of award. Extension of 7 days with penalty of Rs. 500/-per day /per lac for the value of work awarded.
Nonetheless penalty under this Section will stand waived off if timeline mentioned in schedule is achieved.
- 24. Stamp Duty/Stamp Paper**
- 24.1 The supplier shall execute an agreement on Stamp Paper worth **0.25%** of the total value of work award.
- 25. Monitoring**
- 25.1 The PCTB will carry out regular inspections of the printing, lamination etc. to ensure quality and timely supply of **Title Covers for Single Textbooks.**

- 25.2 The bidder shall facilitate the Monitoring Teams of PCTB to get checked the printed **Title Covers for Single Textbooks** being printed, Bleached Board quality and stock and other allied inspections and shall not hesitate to do so.
- 25.3 Notwithstanding any other provision in this document, the PCTB in order to ensure in public interest, the printing and supply of **Title Covers for Single Textbooks** to Government and Private Schools for the current Academic Session i.e. 2019-20 and shall have the right to withdraw the award in part or whole, if the bidder fails to comply with timelines mentioned in the SBD regarding stock of paper and printing/supply of each installment 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.
- 26. Piracy Checking**
- 26.1 The bidder shall not use any printing press or lamination house of any printer involved in piracy of any Textbook or PNB of PCTB. In case of non-compliance, penalty shall be imposed as specified in Clause 20.2 (9) of the GCC.

Section II. Bid Data Sheet

The following specific data for the printing, laminatin 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.

General	
1.	The number of the Invitation for Bids is : PCTB/STB/Title/01/2018
2.	The Purchaser is: <u>PUNJAB CURRICULUM & TEXTBOOK BOARD, LAHORE</u>
Contents of Bidding Document	
3.	For <u>clarification of bids purposes</u> only, the Purchaser's address is: Attention: <u>Director (Production & Procurement Specialist)</u> Address: <u>Punjab Curriculum & Textbook Board, 21/E-II, Gulberg-III, Lahore</u> City: <u>Lahore</u> Country: <u>Pakistan</u> Telephone: <u>042-99230698</u>
Preparation of Bids	
4.	The Bidder shall submit with its bid the following additional documents: Affidavit of Non-Corrupt Practices and Non-Blacklisting with any Government (s), Department (s), Attached Departments, Autonomous Body, Special Institution, Company, Agency and Organization etc.
5.	Alternative bids <i>shall not</i> be considered.
6.	"Final destination/site": Lahore Pakistan (A bidder is responsible to supply till to final destination Godown) The Bidder shall quote the price inclusive of the inland transportation and other local services required to deliver the supplies at warehouse(s) in Lahore including all taxes levied by the Government including GST (if applicable).
7.	Prices quoted by the Bidder shall be: " fixed " as per technical specifications.
8.	The bid validity period shall be: 90 days from the opening of Financial Bid.

9.	<p>The bidder shall attach Pay Order /Bank Draft / CDR in favor of Punjab Curriculum & Textbook Board @ 2% of the estimated value (in Pak Rupees) as Bid Security with Technical Bid.</p> <p>The bidder shall submit pay orders amounting to Rs.9,500/- each (Non-refundable) for each Bleached Board and . sample in favor of Punjab Curriculum & Textbook Board, as test-fee of samples along with the Technical Bid.</p>																										
10.	Financial Bid should be submitted in original:																										
Submission and Opening of Bids																											
11.	<p>11.1 The inner envelopes shall bear the following additional identification marks: (a) Technical Bid (b) Financial Bid.</p> <p>11.2 Particulars of documents to be attached duly signed and stamped by the bidder.</p> <p>(a) Technical Bid:</p> <table border="1" data-bbox="456 857 1385 1462"> <thead> <tr> <th data-bbox="456 857 544 936">Sr. No.</th> <th data-bbox="544 857 1385 936">Particulars of documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="456 936 544 976">1.</td> <td data-bbox="544 936 1385 976">Bid Submission Sheet (BSS)</td> </tr> <tr> <td data-bbox="456 976 544 1016">2.</td> <td data-bbox="544 976 1385 1016">Bidder Information Sheet (BIS)</td> </tr> <tr> <td data-bbox="456 1016 544 1057">3.</td> <td data-bbox="544 1016 1385 1057">General Conditions of Contract (GCC)</td> </tr> <tr> <td data-bbox="456 1057 544 1097">4.</td> <td data-bbox="544 1057 1385 1097">Special Conditions of Contract (SCC)</td> </tr> <tr> <td data-bbox="456 1097 544 1176">5.</td> <td data-bbox="544 1097 1385 1176">Bleached Board Sample Testing Fee (Rs.9,500/- per sample non-refundable)</td> </tr> <tr> <td data-bbox="456 1176 544 1216">6.</td> <td data-bbox="544 1176 1385 1216">Copy of CNIC, valid NTN/valid Sales tax (if applicable)</td> </tr> <tr> <td data-bbox="456 1216 544 1256">7.</td> <td data-bbox="544 1216 1385 1256">Original Receipt of purchase of Bid documents from PCTB</td> </tr> <tr> <td data-bbox="456 1256 544 1296">8.</td> <td data-bbox="544 1256 1385 1296">Bid Security in shape of Pay Order/Bank Draft</td> </tr> <tr> <td data-bbox="456 1296 544 1462">9.</td> <td data-bbox="544 1296 1385 1462">Bleached Board Samples as per technical specifications and duly signed & stamped by the concerned bidder. (Minimum 3 set of samples are allowed) (Minimum 05 sheets for each set of samples)</td> </tr> </tbody> </table> <p>(b) Financial Bid:</p> <p>Following documents be attached</p> <table border="1" data-bbox="456 1547 1385 1765"> <thead> <tr> <th data-bbox="456 1547 544 1626">Sr. No.</th> <th data-bbox="544 1547 1385 1626">Particulars of documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="456 1626 544 1697">1.</td> <td data-bbox="544 1626 1385 1697">Financial Bid Proforma (Original)</td> </tr> <tr> <td data-bbox="456 1697 544 1765">2.</td> <td data-bbox="544 1697 1385 1765">Supply Requirement Section V</td> </tr> </tbody> </table>	Sr. No.	Particulars of documents	1.	Bid Submission Sheet (BSS)	2.	Bidder Information Sheet (BIS)	3.	General Conditions of Contract (GCC)	4.	Special Conditions of Contract (SCC)	5.	Bleached Board Sample Testing Fee (Rs.9,500/- per sample non-refundable)	6.	Copy of CNIC, valid NTN/valid Sales tax (if applicable)	7.	Original Receipt of purchase of Bid documents from PCTB	8.	Bid Security in shape of Pay Order/Bank Draft	9.	Bleached Board Samples as per technical specifications and duly signed & stamped by the concerned bidder. (Minimum 3 set of samples are allowed) (Minimum 05 sheets for each set of samples)	Sr. No.	Particulars of documents	1.	Financial Bid Proforma (Original)	2.	Supply Requirement Section V
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12.	<p>For bid submission purpose only, the Purchaser's address is: Attention: <u>Director (Production & Procurement Specialist)</u> Address: <u>Punjab Curriculum & Textbook Board, 21/E-II, Gulberg-III, Lahore</u> City: <u>Lahore</u> Country: <u>Pakistan</u> Telephone: <u>042-99230698</u> The deadline for the submission of bids is: Date: <u>27.12.2018</u> Time: 11.00 A.M.</p>
13.	<p>The bid opening shall take place at: Address: <u>Punjab Curriculum & Textbook Board, 21/E-II, Gulberg-III, Lahore</u> Floor/Room number: <u>Committee Room</u> City: <u>Lahore</u> Country: <u>Pakistan</u> Date: <u>27.12.2018</u> Time: <u>11.30 A.M.</u></p>
Evaluation and Comparison of Bids	
14.	<p>The currency that shall be used for bid evaluation and comparison purpose is: <u>Pak Rupees</u></p>
15.	<p style="text-align: center;">Stamp Duty/Stamp Paper</p> <p>The supplier shall execute an agreement on Stamp Paper worth 0.25% of the total value of work awarded.</p>
Award of Contract	
16.	<p>After execution of contract the maximum percentage by which quantities may be increased of each Title Covers for Single Textbooks respectively is: 15% of the original procurement. However, any addition to the above stated quantity may be awarded with mutual consent of parties provided there is urgency and shortage of time for printing.</p>

Section III. Qualification Criteria

This section contains all the factors, methods and criteria that the PCTB shall use to evaluate a bid and determine whether a bidder possesses required qualification.

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1. Lowest Evaluated Bid Criteria.

- (a) The Financial Bid of those applicants shall be opened who fulfill Bleached Board specifications and obtained the required passing marks after technical evaluation.
- (b) Comparative Statement:-

The bidder offering the lowest rate in the respective **Title Covers for Single Textbooks** would be the lowest evaluated bidder.

Bid Submission Sheet

Date: _____

Tender No.: _____

To:

The Director (Production & Procurement Specialist),
Punjab Curriculum & Textbook Board,
21/E-II, Gulberg-III, Lahore

I/We, the undersigned, declare that:

- (a) I/We have examined and have no reservations to the Bidding Document, including Addenda No.: _____;
- (b) I/We offer to supply in conformity with the Bidding Document and in accordance with the delivery schedule specified in the Supply Requirements;
- (c) Our bid shall be valid for the period of 90 days from the date of opening of Financial Bid in accordance with Clause 9 & 14, BDS, and it shall remain binding upon us and may be accepted at any time before the expiration of said period;
- (d) If our bid is accepted, we commit to obtain a performance security in accordance with Clause 26.1, ITB and Clause 14, GCC for the due performance of the Contract;
- (e) We or our any sister concern(s) have not been blacklisted by any Government (s), Department (s), Attached Departments, Autonomous Body, Special Institution, Company, Agency and Organization etc.;
- (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 Managing Director, PCTB reserves the right to increase/decrease the quantity of **Title Covers for Single Textbooks** with mutual consent of bidder as provided under Clause 23 of ITB.

(i) Particular of Pay Orders/CDR regarding Bid Security:

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

Signature & Stamp of Bidder

Signed _____ in the Capacity of _____

Name _____

Duly authorized to sign the bid for and on behalf of _____

Dated on _____ day of _____

Bidder Information Sheet (As per applications)

Date: _____

Tender No.: _____

1. Bidder's Legal Name						
2. In case of JV / CONSORTIUM / AOP/ Group;						
	(a)	Name of JV/Consortium / AOP /Group				
	(b)	Name of Lead Bidder / Authorized Representative				
	(c)	Members firms information				
3.		Name of firm with address	%age share	Owner's Name	CNIC	NTN
	(i)					
	(ii)					
	(iii)					
5. Bidder's Address						
6. Bidder's Authorized Representative Information						
Name: _____						
CNIC No. _____						
Address: _____						
Telephone/Fax Numbers: _____						
Email Address: _____						

Section IV. Bidding Form

- 1. Financial Bid.....

FINANCIAL BID PROFORMA**TENDER FORM FOR PRINTING, LAMINATION AND SUPPLY OF TITLE COVERS OF SINGLE TEXTBOOKS FOR THE ACADEMIC SESSION 2019-20**

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 PCTB Godown

Class	SECTION	Size Of Title Coves	Tentative Quantity Textbooks	Rate per title cover (Rs)	Value of Work (Rs.)	Required 2% Bid Security as per LPR (Rs.)
	Primer I-2-3 (Open Market)	11.25"x17.5"	450,000			61,200
Kachi	Neela Qaida Kachi	10"x15"	450,000			47,970
Class-1	Primary (Single Textbooks)	10"x15"	1,750,000			186,550
Class-2		10"x15"	1,750,000			186,550
Class-3		10"x15"	1,750,000			186,550
Class-4		10"x15"	2,500,000			263,200
Class-5		10"x15"	2,500,000			262,500
Class-6		Middle (Single Textbooks)	10"x15"	750,000		
Class-7	10"x15"		750,000			79,950
Class-8	10"x15"		1,850,000			197,210
IX - X	Secondary (Single Textbooks)	10"x15"	2,700,000			283,500
XI - XII	Higher Secondary (Single Textbooks)	10"x15"	2,500,000			266,500
XI - XII	Higher Secondary (Single Textbooks)	10"x15.5"	800,000			90,080
Total			20,500,000			

1. Total Bid Security Amount of **Estimated Cost@2%** Rs. _____
Bid Security paid vide Pay Order / C.D.R./Bank Draft amounting to
Rs. _____ of Bank _____
Dated _____ submitted along with Technical Bid.

Signature & Stamp of Bidder

Name of Proprietor / Director / Partner _____

Dated: _____ CNIC _____

PART 2 – SUPPLY REQUIREMENTS (Comprising Section V)

Section V. Supply Requirements

1. Technical Specifications.
2. Schedule of Supply (Annexure “C”).
3. Schedule of Activities (Annexure “D”).

Annexure "A"

1. Technical Specifications

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

- (a) The Supplier shall submit along with Technical Bid five blank sheets of Bleached Board of size 20"x30" of each Manufacturer of Bleached Board as specimen along with name of Manufacturer.
- (b) The Supplier shall submit Pay Orders amounting to Rs. 9,500/- each (Non-refundable) for each sample of Bleached Board in favour of Punjab Curriculum and Textbook Board, Lahore as test-fee of samples along with the Technical Bid.
- (c) The procurement of good quality Bleached Board as per approved specifications given below is the responsibility of the Supplier/Bidder.

Bleached Board should be of the following specifications:

Substance/ Grammage	Burst Factor	Brightness	Front side	Back side	Caliper / thickness
210 – 220 GSM	17 (Minimum)	85 ±4%	Pure white coated	Uncoated white /Vanilla back	285 Micron ±4%

- (d) The Bleached Board should be suitable for 4-colour printing (both side), white, smooth, uniform in thickness/ formation and one side coated, pulp finished to consist of 100% 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) Manufacturer /Supplier certificate about specifications should be attached with the bid.
- (g) The title covers will be printed in 4-colour both outer sides and inner side.
- (h) Imported Glue to be used for lamination shall be good quality brand or equivalent specifications.
- (j) The Bidder shall use superior branded imported inks.
 - (k) Print line must be printed and visible on every title cover.
 - (l) The authorized representative/agency of the Punjab Curriculum and Textbook Board shall inspect the printed title covers of textbooks at the premises intimated by the Supplier. Only those title covers of textbooks shall be accepted for supply which shall absolutely be according to the specifications.

- (i) The Bidder shall get his supplies inspected by the PCTB Inspection Team at his printing press/godown prior to its delivery at his own expenses as per schedule.
- (m) PCTB shall get the specimen of Bleached Board / title covers checked from any standard laboratory which the PCTB deems fit, for any consignment during the currency of the contract. However, the lab test fee of maximum of four tests from any standardized lab shall be borne by the Supplier and beyond four by PCTB.
- (n) For printing of title covers PCTB shall provide CDs / Artwork of title covers of textbooks. The Supplier will submit proofs of the title cover and will get the approval from the authorized officer of the Board within 2 days after receipt of designs.
- (o) Thickness of BOPP Matt Lamination Film: **12 Micron** (Minimum)
- (p) Printed title cover packing of 100 sheets (400 titles covers for Single Textbooks) shall be covered by craft paper or of minimum 80 gsm or equivalent/better.
- (q) Detail of title cover shall be mentioned on each printed title cover packing for convenience of PCTB store at the time of delivery to Bidders.
- (v) In house printing is mandatory on premises and machinery mentioned in technical bid.
- (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
PUNJAB CURRICULUM AND TEXTBOOK BOARD LAHORE
TECHNICAL EVALUATION CRITERIA

A. Financial Capacity Evaluation Form

1. Name of Firm/JV/AOP/Consortium/Group: _____

Address: _____

(In case of JV/AOP/Consortium/Group of the Lead Member & members)

2. Financial Information: (In case of JV/AOP/Group/ detail of all members to be provided)

Note: *If any of the following information is left blank, no credit shall be awarded for that information,*

(a) Bank Statement for previous last two years 1st July 2016 to 30th June 2018

Financial Year	Total deposit (credit side of bank statement only)
Total	

(b) Income tax paid for previous five completed fiscal years (**Obligatory**) attach evidence. Please attach income tax return of last five years/deposit slips

Financial Period	Amount of Income Tax (Paid/Deducted)
Total	

Signature of Applicant(s)

- (c) Sales tax paid / deductions for previous two completed fiscal years (Obligatory) attach evidence. Please attach sales tax return of last Two years/deposit slips

Financial Period	Amount of Income Tax (Paid/Deducted)
Total	

(3) Printing or Printing related Experience

- a) Successfully completed minimum of two fiscal years 1st July 2016 to 30th June 2018.

Sr. No.	Academic Session	Name of Title Cover/ Textbooks/Books/PNB	Value of work

Note: attach extra sheet if required.

Production Capacity Evaluation Form**Printing Facilities (Applicant/ members)**

- (1) a) Name of Printing Press: _____
 b) Address of premises: _____
 c) Printing press declaration (attach copy)
- (2) a) Name of Printing Press: _____
 b) Address of premises: _____
 c) Printing press declaration (attach copy)
- (3) a) Name of Printing Press: _____
 b) Address of premises: _____
 c) Printing press declaration (attach copy)
- (4) a) Name of Printing Press: _____
 b) Address of premises: _____
 c) Printing press declaration (attach copy)

➤ **Four Colour & above Colour Machines (Sheet Fed)**
(1990 to 1995 Models)

Sr. No.	Make & Model	Size	Quantity	Year of manufacture	Output speed per hour

Signature of Applicant(s)

➤ **Four Colour & above Colour Machines (Sheet Fed)**
(Beyond 1995 and onward)

Sr. No.	Make & Model	Size	Quantity	Year of manufacture	Output speed per hour

6. **Alternate power facilities** _____ Yes/ No

Capacity of power generator _____ KVA.

7. **Storage capacity for Paper/Title Covers** (number of reams / packets)

i) Location of Godown _____

ii) Size of Godown _____

iii) Number of reams/rolls to be stored _____

iv) Temperature and humidity control system _____

Yes/No

v) Fire alarm and firefighting equipment's _____

Yes/No

Note: The storage should be exclusively for paper & Title Covers. Spaces available at presses will not be considered.

Signature of applicant(s)

8. Lamination Facilitates**Automatic BOPP Matt Lamination Machines (s)**

(a) No. of Machines-----

(b) Capacity Per Day-----

Manual Lamination Machines (s)

(c) No. of Machines-----

(d) Capacity Per Day-----

9. Detail of Staff /Employees/Work Force

Detail of Technical staff						
Sr. No.	Designation	Member	Member	Member	Member	Total
Total (A)						

Detail of Managerial Staff						
Sr. No.	Designation	Member	Member	Member	Member	Total
Total (B)						
Grand Total (A+B)						

Note:

- Support staffs such as drivers, guards, sweepers, cleaners etc. are not to be included

Signature and stamp _____

10. Procurement of Bleached Board

- a) Name of Bleached Board (1) _____
 Manufacturer(s) (2) _____
 (3) _____

(b) Number of samples of Bleached Board of given specification attached _____ (Minimum Three)of each Manufacturer.

(c.) Specification of the Bleached Board to be used by the Supplier for printing.

Substance/ Grammage	Burst Factor	Brightness	Front side(Coati ng status & shade)	Back side (Coating status & shade)	Caliper/Thickness

(The Bidder shall submit five blank sheets of Bleach Board size 20"x30" of each Manufacturer as specimen. The Bidder shall affix the stamp and signatures of authorized persons of his/her firm on the top right corner alongwith the name, stamp, sign and the specifications of the Supplier/ Manufacturer).

10.1) Procurement of .

- a) Name of . (1) _____
 Manufacturer(s) (2) _____
 (3) _____

Note: The Bidder will attach a certificate of specifications from the Manufacturer of Bleached Board Sole Distributor.

11. Inputs to be used

(i) Brand of ink _____

and its country of origin _____

(ii) Brand of coated plates _____

and its country of origin _____

Signature and Stamp _____

Name of Firm/Bidder _____

Name of Owner/ Representative _____

CNIC: _____

Dated: _____

Name of Firm/Bidder _____

Name of Owner/Representative _____

Dated: _____ CNIC: _____

Member	Member	Member
Name _____	Name _____	Name _____
Signature _____	Signature _____	Signature _____
CNIC _____	CNIC _____	CNIC _____
Date _____	Date _____	Date _____
Stamp _____	Stamp _____	Stamp _____

Note: All pages must be signature and stamped.

Annexure "C"

4. SCHEDULE OF SUPPLY

THE BIDDER SHALL SUPPLY TITLE COVER FOR SINGLE TEXTBOOKS AT PCTB GODOWN AT LAHORE IN THREE INSTALLMENTS AS DETAILED BELOW:

1. A) The bidder shall supply Title Covers of Single Textbooks at PCTB Godown in two equal installments for title covers of 20 x 30 sizes and Primers.
2. 100% title covers for 20 x 31 size higher secondary title covers as detail given below

Sr. #	Installments	Dead Line of Supply
1.	1 st Installment 20 x 30 size Classes Kachi to 10 and Primers	05.02.2019
2.	2 nd Installment 20 x 30 size Classes Kachi to 10 and Primers	25.02.2019
3	100% supply of Higher Secondary classes Title Covers 20 x 30 & 20x31 sizes	31.03.2019

Signature & Stamp of Bidder

Annexure "D"**SCHEDULE OF ACTIVITIES
FOR SUPPLY OF TITLE COVERS FOR SINGLE TEXTBOOKS FOR
SESSION 2019-20****Schedule of Activities:**

Sr. No.	Description	Up to
1.	Issuance of Notification of Award	12.01. 2019
2.	Execution of Agreement	19.01. 2019
3.	Issuance of Title Cover Designs	12.01.2019
4.	Inspection of 20% Bleached Board and stock & allied material quality for the value of 1st installment, as per approved technical specifications.	21.01.2019
5.	Submission of Bank Guarantee	27.01.2019
6.	Submission of Proofs	15.01.2019
7.	Final Print Order	18.01.2019
8.	Schedule of Supply	As mentioned above as Annexure "C"

Signature & Stamp of Bidder

PART 3-Contract
(Comprising Section 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 Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
 - (b) "Contract Documents" means the documents listed in the Agreement, including any amendment(s) thereto.
 - (c) "Contract Price" means the price payable to the Supplier as specified in the Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the terms of Contract.
 - (d) "Day" means calendar day.
 - (e) "Completion" means the fulfillment of the printing, lamination and supply of Title Covers of Single Textbooks by the Supplier in accordance with the terms and conditions set forth in the Contract.
 - (f) "GCC" means the General Conditions of Contract.
 - (g) "Title Covers of Textbooks" means the title covers of Single Textbooks.
 - (h) "Purchaser" means the entity purchasing the title covers, as specified in the SCC i.e. Punjab Textbook Board, Lahore hereinafter referred as PCTB.
 - (i) "SCC" means the Special Conditions of Contract.
 - (j) "Subcontractor" means any natural person, private, legal or government entity, or a combination of the above, including its legal successors or permitted assignees, to whom any part of the title covers of textbooks to be supplied is subcontracted by the Supplier.
 - (k) "Supplier" means the natural person/Joint Venture (JV)/Consortium/ Association of persons (AOP) / Group (combination of mutual or legal persons specially bound together to undertake this job), private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Agreement, and includes the legal successors or permitted assignees of the Supplier.

- (l) "Installment" means equal installment as given in Schedule of Requirements
- 2. Contract Documents** 2.1 Subject to the order of precedence set forth in the Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory.
- 3. Joint Venture, Consortium or Association** 3.1 If the Supplier is a Joint Venture (JV), Consortium, or Association of the Parties/Persons,(AOP)/Group shall be jointly and severally liable to the Purchaser for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, group or association of persons. The composition or the constitution of the joint venture, consortium, or association/group shall not be altered without the prior consent of the Purchaser.
- 3.2 Deduction of Income Tax at source or other levies in case of JV/Consortium /AOP/Group not formed legally would be in the name of lead Bidder.
- 4. Bid Security** 4.1 As in Clause 12, ITB.
- 5. Notices** 5.1 Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the SCC. The term "in writing" means communicated in written form with proof of receipt.
- 5.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 6. Governing Law** 6.1 The Contract shall be governed by and interpreted in accordance with the Laws of Pakistan/Punjab.
- 7. Settlement of Disputes** 7.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 7.2 If, after twenty eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with Clause 7 as **specified in the SCC.**

- 7.3 Notwithstanding any reference to arbitration herein,
- (a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agreed; and
- (b) the Purchaser shall pay the Supplier any monies due to the Supplier.
- 8. Scope of Supply** 8.1 The Title Covers of textbooks shall be as specified in the **Schedule of Requirements**.
- 9. Delivery of Title Covers** 9.1 The Delivery of the **Title Covers for Single Textbooks** shall be in accordance with the schedule of Delivery specified in the "Supply Requirements" Section-V.
- 10. Supplier's Responsibilities** 10.1 The Supplier shall supply all the **Title Covers for Single Textbooks** as included in the Scope of Supply in accordance with GCC Clause 8, and the Delivery and Completion Schedule, as per GCC Clause 9.
- 11. Contract Price** 11.1 (a) The rate per title cover quoted for the total mentioned quantity of respective Single Textbooks shall be the contract price.
- (b) The rates are inclusive of cost of Bleach 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 size of title covers of a Single Textbook, the rate shall be calculated on proportionate basis.
- 11.2 Prices charged by the Supplier for the **Title Covers for Single Textbooks** delivered and performed under the Contract shall not vary from the prices quoted by the Supplier in its bid/ or negotiated rate, with the exception of any price adjustments authorized in the SCC Clause 9.
- 12. Terms of Payment** 12.1 The Contract Price shall be paid on completion of supply of **each installment of each title cover awarded as per award** as specified in the SCC Clause 10.
- 12.2 The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate for **Title Covers for Single Textbooks** etc. delivered at warehouse(s) in Lahore
- 12.3 Payments shall be made promptly by the Purchaser, but in no case later than thirty (30) days after submission of an invoice or request for payment by the Supplier with complete codel formalities, and after the Purchaser has accepted it. The payments shall be made in Pak Rupees.

13. Taxes and Duties	13.1	The Supplier shall be entirely responsible for all taxes, duties, license fees, etc., leviable at the time of submission of bid and incurred until delivery of the contracted title covers etc. to the Purchaser.
14. Performance Security	14.1	Within Fifteen (15) days of the receipt of notification of award from the Purchaser, the Bidder shall submit the Performance Security @ 10% value of contract in shape of bank Guarantee /Pay Order/C.D.R issued by a Scheduled Bank. The bid security shall only be released after submission of performance security. However, on written request of the successful Bidder time period may be extended for another 15 days subject to payment of penalty as specified in sub Clause 20.2(2) of GCC.
	14.2	The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
	14.3	The performance security shall be discharged by the Purchaser and returned to the Supplier after 30.04.2019 as specified in SCC Clause 13.
15. Confidential Information	15.1	The Purchaser and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under GCC Clause 15.
	15.2	The Purchaser shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Purchaser for any purpose other than the performance of the Contract.
16. Sub-Contracting	16.1	The Supplier shall notify the purchaser in writing of all subcontracts in the technical bid. Sub-contracting will only be allowed maximum upto 2 contractors at the time of submission of technical bid. Such notification, in the original bid shall not relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract
17. Specifications and Standards	17.1	The Supplier shall ensure that the Title Covers supplied under this Contract shall conform to the "Technical Specifications" and standards mentioned in Section V Supply Requirements.
18. Packing and Documents	18.1	The Supplier shall abide by the packing & documentation instructions of PCTB.

- 19. Inspections and Tests**
- 19.1 The Supplier shall pay to purchaser sample testing fee of any three consignments as deem fit by PCTB. In case of more than 3 inspections, PCTB shall bear the expenses.
- 19.2 The inspections and tests may be conducted on the premises of the Supplier or its Subcontractor, at point of delivery, and/or at the final destination.
- 19.3 The Purchaser shall provide the Supplier with a report of the results of any such test and/or inspection.
- 19.4 The Purchaser may reject any **Title Covers for Single Textbooks** or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Title Covers of Textbooks at no cost to the Purchaser.
- 19.5 **In addition the Supplier shall arrange 1% of the Title Covers of each textbook over the allocated quantity to meet the wastage during the binding process. The payment will be made accordingly.**
- 19.6 If a Bidder submits a fake inspection call, penalty amounting to Rs. @ 5% of the quantity reported of particular titles will be charged from the Bidder.
- 20. Penalty(s)**
- 20.1 If the Supplier fails to deliver any or all of the Title Covers of Textbooks within the period specified in the Contract, the Director concerned may 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 GCC Clause 20.2 of the delivered price of the delayed Title Covers of Textbooks 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 Purchaser may terminate the Contract pursuant to GCC Clause 24.
- 20.2 In particular and without prejudice, the following penalties may be imposed Judiciously by the Director concerned of the PCTB for irregularities committed by the Supplier in execution of work awarded to him / her by the Purchaser.

IRREGULARITIES		PENALTIES
1.	Non-execution of contract agreement within the stipulated period.	Offer shall stand cancelled and forfeiture of Bid Security.
2	(i) Non submission of bank guarantee / pay order / CDR beyond 15 days of date of issuance of Award. (ii) Non submission of Bank Guarantee / Pay Order / CDR beyond the extended period (iii) Submission of false and invalid invoice (which could not be verified from Sales Tax Department / Paper Mills / Distributer of bleached board (iv) 20% bleached board & allied inputs stock for the awarded quantities of 1 st installment will be got checked within 10 days after issuance of award	(i) In case of request for extension beyond 15 days but upto 36 days penalty of Rs.500/- per day per lac shall be charged. (ii) Cancellation of contract and forfeiture of Bid Security. (iii) Penalty @Rs. 10% of total amount of bill shall be deducted (iv) Cancellation of contract and forfeiture of Bid Security and blacklisting and further action as per law.

3.	Printing of title covers of textbook without obtaining written print order from the authorized officer of the Board.	Penalty upto Rs. 50,000/- (Fifty thousand) may be imposed.
4.	<p>i) Defective title covers Supplied to PCTB Godown, Lahore with substandard printing/colour impression/usage of non prescribed ink/lamination quality/packing as per SBD as detailed below:</p> <p>a) Defect upto 0.5 % b) Defect above 0.5 % to 1%</p> <p>c) Defect 2% d) Defects 3% e) Defects 4% f) Defects 5% g) Defects 10%</p> <p>h) Missing for each colour impression.</p>	<p>(a) 0.5% of the cost of consignment (b) 1% of the cost of consignment supplied. (c) 2% of the cost of consignment supplied. (d) 3% of the cost of consignment supplied. (e) 4%of the cost of consignment supplied. (f) 5% of the cost of consignment supplied. (g) Replacement of all such stock as specified in Clause 20 in addition, penalty @ 5% of value of defective title cover may be imposed. (Note : Fine will be imposed as per ratio of defective quantity determined by the inspection team.) (h) Penalty shall be imposed Rs. 1/- per title cover of the whole consignment.</p>
	ii) In case the size of title covers in single up/ 2-ups/4-ups sheets will be less than the size given in the Technical Specifications provided it is useable.	ii) The payment shall be worked out by reducing the rate of title covers proportional with reduction in size provided by the Supplier. In addition a penalty upto 2% of the value of that title covers may be imposed.
	iii) In case of under grammage supplies. iv) In case of Fake Inspection Call	iii) Penalty @ 25% of the value of consignment supplied. iv) If a Bidder submits a fake inspection call, penalty amounting to Rs. @ 5% of the quantity reported of particular titles will be charged from the Bidder.
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 supply shall be imposed as below: i) Upto 7 days delay @ 0.50% ii) Beyond 7 days delay @ 1.00%
6	Unauthorized printing, sale or disposal of any number of title covers of textbook(s) by the Supplier or any of his employee /representative etc.	Penalty equal to 10 times of total cost of unauthorized title covers printed by the Supplier may be imposed and/ or suspension of contract / or blacklisting of the firm.
7.	In case of omission of print line, wrong print line.	Penalty of Rs.10,000/-shall be imposed.

8.	Failure to show 20% Bleached Board/art card/ink/glue/lamination film within 10 days from the announcement of the successful Bidder.	Extension may be granted upto maximum 5 days here with penalty of Rs. 500/- per lac / per day for the value of work awarded. Beyond 30 days, work order shall be cancelled and performance security will also be forfeited.
9	Use of unauthorized Bleach board/art card/lamination film other than technical specification in SBD.	Supplies shall be rejected.

Note:- Delay in supply of title covers will be counted in days from the date of delivery to warehouses at Lahore.

- 21. Change in Laws Taxes & Regulations** 21.1 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 Bidder. Such instructions shall be deemed to be a part of this agreement.
- 22. Force Majeure** 22.1 The Supplier shall not be liable for forfeiture of its performance security, penalty(s), or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 22.2 For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes etc.
- 22.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier 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.
- 23. Extensions of Time** 23.1 If at any time during performance of the Contract, the Supplier or its subcontractors should encounter conditions impeding timely delivery of the Title Covers of Textbooks pursuant to GCC Clause 9, the Supplier shall promptly notify the Purchaser in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Director concerned shall evaluate the situation and if found justified may recommend to the Managing Director, PCTB to extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.
- 23.2 Except in case of Force Majeure, as provided under GCC Clause 22 a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of penalty(s) pursuant to GCC Clause 20, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 23.1
- 24. Termination** 24.1 Termination for Default
- (a) The Purchaser, without prejudice to any other remedy for breach of Contract i.e. blacklisting of the firm, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:

- (i) if the Supplier fails to deliver any or all of the **Title Covers for Single Textbooks** beyond 15 days of the period specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 23;
- (ii) if the Supplier fails to perform any other obligation under the Contract; or
- (iii) if the Supplier, in the judgment of the Purchaser has engaged in fraud, misrepresentation and corruption, in competing for or in executing the Contract.
- (b) In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 24.1(a), the Purchaser may procure, upon such terms and in such manner as it deems appropriate, title covers similar to those undelivered or not performed, and the Supplier shall be liable to the Purchaser for any additional costs for such similar title covers. However, the Supplier shall continue performance of the Contract to the extent not terminated.
- 24.2 Termination for Insolvency.
- The Purchaser may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Purchaser
- 25. Assignment** 25.1 Neither the Purchaser nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.
- 26. Delay in provision of C.Ds /Artwork/ Inspection** 26.1 C.Ds /Artwork shall be provided by PCTB as per schedule. If there is any delay in provision of C.Ds/Art work/Inspection by PCTB, the Director concerned will have the exclusive authority to condone/credit the number of days of delay in favour of Supplier.
- 27. No Partial Payment of Title Covers** 27.1 The Bidder Shall supply total quantity of Title Covers of additional awards in one go. Bill for payment will not be entertained for any book where some balance quantity of Title Covers is observed.
- 28. Recourse in case of non-compliance** 28.1 If a Bidder does not fulfill & comply with the agreement, the PCTB may cancel the agreement, registration as publisher, Pre-qualification and collect loss/fine from all types of securities / payments with PCTB.

Special Conditions of Contract

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

1.	The Purchaser's country is: <u>PAKISTAN</u>
2.	The Purchaser is: <u>PUNJAB CURRICULUM AND TEXTBOOK BOARD, LAHORE</u>
3.	The Site is: <u>21/E-II, GULBERG-III, LAHORE , PAKISTAN</u>
4.	The language shall be: <u>ENGLISH</u>
5.	For notices , the Purchaser's address shall be: Attention: <u>Director Production & Procurement Specialist, Punjab Curriculum and Textbook Board, Lahore</u> Street Address: <u>21/E-II, Gulberg-III</u> City: <u>LAHORE</u> Country: <u>Pakistan</u> Telephone: <u>042-99230672-76</u>
6.	The governing law shall be the law of: <u>PAKISTAN/PUNJAB</u>
7.	The rules of procedure for arbitration proceedings pursuant to GCC Clause 7.2 shall be as follows: The Chairman, Punjab Curriculum and Textbook Board shall be the sole arbitrator whose award shall be final and binding on the parties.
8.	The scope of supply for the Title Covers of Textbooks to be supplied shall be as specified in: <u>Supply Requirements Section-V.</u>
9.	The prices charged for the Title Covers for Single Textbooks delivered shall be adjustable. If prices are adjustable, the following method shall be used to calculate the price adjustment: <u>PROPORTIONATE PRICE</u>
10.	The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: Payment: (i) The bill of Supplier/Joint Venture/consortium/ AOP/Group should be submitted by the lead Bidder on the basis of completion of each installment allocated to them as specified in Supply Requirements (ii) Payment shall be made on submission of bill after completion of each installment of each title cover awarded as per award.

11.	The amount of the Performance Security shall be: <u>10% of value of contract.</u> The currency shall be: <u>PAK RUPEES</u>
12.	The types of acceptable Performance Securities are: Bank Guarantee/Pay order/ CDR/ Demand Draft issued by any scheduled bank of Pakistan.
13.	Discharge of the Performance Security shall take place: <u>from the date of execution of agreement till 30.04.2019</u>
14.	The copyright of the C.D/Artwork vests with: <u>PCTB</u>
15.	Responsibility for transportation of the Title Covers shall be as under: "The Supplier is required under the Contract to transport & staking the Goods to a specified place of final destination within the city of Lahore, Pakistan".
16.	The Inspections and tests shall be conducted at: (i) <u>The premises of the Suppliers</u> (ii) <u>Bleached Board, . & BOPP Laminating Sheets' Samples testing shall be carried out by PCTB from any standard Laboratories as it deems fit.</u>
17.	The Penalty(s) shall be: <u>As given in GCC Clause 20</u>
18.	The maximum amount of penalty shall be: <u>upto 10% of the contract price.</u>
19.	The period of validity of the Contract shall be: <u>upto 31.12.2019 for Title Covers of Single Textbooks</u>
20.	The period for repair or replacement shall be: <u>07 days</u>
21.	The <u>Contract Agreement includes</u> reprints/additional award as mentioned in Clause 17 of Bid Data Sheet.

Section VIII. Contract Forms

Table of Forms

Contract Agreement.....

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

Contract Agreement

This agreement is made on this _____ day of _____ Year _____ by and between Mr. _____ Owner /Representative of M/s _____ address _____ hereinafter referred to as the Bidder, which term (unless the context otherwise requires) shall include his successors executors, administrators and assignees, etc. of the one part. and the DIRECTOR PRODUCTION OF THE PUNJAB CURRICULUM AND TEXTBOOK BOARD, Lahore hereinafter referred to as the Board which term (unless the context otherwise requires) shall include his / her successors in the office, assignees etc. WHEREAS THE PUNJAB CURRICULUM AND TEXTBOOK BOARD requires that _____ printing and supply of Title Covers of Single Textbooks as per specifications for Primers , Neela Qaida Kachi and classes I to XII for the Academic Session 2019-20 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 Purchaser's Notification to the Supplier of award of Contract;
 - (b) the Bid Submission Sheet and the Price Schedules submitted by the Supplier;
 - (c) the Special Conditions of Contract;;
 - (e) the General Conditions of Contract;
 - (f) the Schedule of Requirements and
 - (g) Delivery Schedule.

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 Purchaser to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Purchaser to provide the title covers of the Textbooks and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the title covers of the Textbooks 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 **31.12.2019**.

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

Signature of the Supplier
With full name and address

Name: _____
Complete Address: _____

Signature of the Purchaser

Director Production
Punjab Curriculum and Textbook Board,
21-E-II, Gulberg-III, Lahore.

Witness – I

Name: _____
Signature: _____
Address: _____

Witness – II

Name: _____
Signature: _____
Address: _____

Annexure "E"

AFFIDAVIT

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.

PAYABLE THE SUPPLIERS OF GOODS, SERVICES & WORKS

Contract number: _____ Dated: _____

Contract value: _____

Contract title: _____

_____ hereby 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 subdivision or agency thereof or any other entity owned or controlled by it (Govt. of the Punjab) 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 shell 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 GOVT. OF THE PUNJAB, except that which has been expressly declared pursuant hereto.

_____certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with

GOVT. OF THE PUNJAB and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

_____ accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresentation 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 GOVT. OF THE PUNJAB under any law, contract or other instrument, be voidable at the option of GOVT. OF THE PUNJAB.

Notwithstanding any right and remedies exercised by GOVT. OF THE PUNJAB in this regard, _____ agrees to indemnify Govt. of the Punjab for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Govt. of the Punjab in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by {name of Supplier} 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 Govt. of the Punjab.

_____ also certifies that firm has not been black listed by any Government Department/Agency or Autonomous Body.

Deponent

N.I.C. # _____

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.

Deponent

N.I.C. # _____

Annexure "H"

Technical Score Card for Procurement of Title Covers for Single Textbooks for the Academic Session 2019-20

Sr. No	Particulars	Description	Maximum Marks	Marks Obtained												
FINANCIAL BENCHMARK (100 MARKS)																
F.1	Bank accounts for last two year (July 01, 2016 to June 30, 2018)	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Total deposit in bank accounts (Credit side)</th> <th style="text-align: center;">Points Assigned</th> </tr> </thead> <tbody> <tr> <td>100-150 Million</td> <td style="text-align: center;">4</td> </tr> <tr> <td>>150-200 Million</td> <td style="text-align: center;">8</td> </tr> <tr> <td>>200-250 Million</td> <td style="text-align: center;">12</td> </tr> <tr> <td>>250-300 Million</td> <td style="text-align: center;">16</td> </tr> <tr> <td>> Above 300 Million</td> <td style="text-align: center;">20</td> </tr> </tbody> </table>	Total deposit in bank accounts (Credit side)	Points Assigned	100-150 Million	4	>150-200 Million	8	>200-250 Million	12	>250-300 Million	16	> Above 300 Million	20	20	
Total deposit in bank accounts (Credit side)	Points Assigned															
100-150 Million	4															
>150-200 Million	8															
>200-250 Million	12															
>250-300 Million	16															
> Above 300 Million	20															
F.2	Income tax payment in last 5 tax years (July 01, 2012 to June 30, 2017) <i>[Attach proof]</i>	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Income Tax Paid/Deducted</th> <th style="text-align: center;">Points Assigned</th> </tr> </thead> <tbody> <tr> <td>1 to 2 Million</td> <td style="text-align: center;">4</td> </tr> <tr> <td>2 to 4 Million</td> <td style="text-align: center;">8</td> </tr> <tr> <td>4 to 6 Million</td> <td style="text-align: center;">12</td> </tr> <tr> <td>6 to 8 Million</td> <td style="text-align: center;">16</td> </tr> <tr> <td>8 to 10 Million and above</td> <td style="text-align: center;">20</td> </tr> </tbody> </table>	Income Tax Paid/Deducted	Points Assigned	1 to 2 Million	4	2 to 4 Million	8	4 to 6 Million	12	6 to 8 Million	16	8 to 10 Million and above	20	20	
Income Tax Paid/Deducted	Points Assigned															
1 to 2 Million	4															
2 to 4 Million	8															
4 to 6 Million	12															
6 to 8 Million	16															
8 to 10 Million and above	20															
F.3	Average bank balance in last 24 months [July 2016-June 2018] Sum of closing balances at last day of every month divided by 24	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Average bank balance (Rupees)</th> <th style="text-align: center;">Points Assigned</th> </tr> </thead> <tbody> <tr> <td>0.5 - 2.5 Million</td> <td style="text-align: center;">8</td> </tr> <tr> <td>>2.5 – 5.0 Million</td> <td style="text-align: center;">12</td> </tr> <tr> <td>>5.0 - 10 Million</td> <td style="text-align: center;">16</td> </tr> <tr> <td>>10 Million</td> <td style="text-align: center;">20</td> </tr> </tbody> </table>	Average bank balance (Rupees)	Points Assigned	0.5 - 2.5 Million	8	>2.5 – 5.0 Million	12	>5.0 - 10 Million	16	>10 Million	20	20			
Average bank balance (Rupees)	Points Assigned															
0.5 - 2.5 Million	8															
>2.5 – 5.0 Million	12															
>5.0 - 10 Million	16															
>10 Million	20															
F.4	Total Value of Contracts of last Two years (each penalty above 0.5% of annual contract value will deduct 2 marks negative marking)	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Contract Amount (Rupees)</th> <th style="text-align: center;">Points Assigned</th> </tr> </thead> <tbody> <tr> <td>5-20 Million</td> <td style="text-align: center;">4</td> </tr> <tr> <td>>20-100 Million</td> <td style="text-align: center;">8</td> </tr> <tr> <td>>100-200 Million</td> <td style="text-align: center;">12</td> </tr> <tr> <td>>200-400 Million</td> <td style="text-align: center;">16</td> </tr> <tr> <td>> 400 Million</td> <td style="text-align: center;">20</td> </tr> </tbody> </table>	Contract Amount (Rupees)	Points Assigned	5-20 Million	4	>20-100 Million	8	>100-200 Million	12	>200-400 Million	16	> 400 Million	20	20	
Contract Amount (Rupees)	Points Assigned															
5-20 Million	4															
>20-100 Million	8															
>100-200 Million	12															
>200-400 Million	16															
> 400 Million	20															

F.5	Sales tax paid/Deducted for last two Years (July 01, 2016 to June 30, 2018)	<table border="1"> <thead> <tr> <th>Sales Tax Paid/Deducted</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>1 - 2Million</td> <td>4</td> </tr> <tr> <td>2-4 Million</td> <td>8</td> </tr> <tr> <td>4- 6 Million</td> <td>12</td> </tr> <tr> <td>6 - 8 Million</td> <td>16</td> </tr> <tr> <td>Above 8 Million</td> <td>20</td> </tr> </tbody> </table>		Sales Tax Paid/Deducted	Points Assigned	1 - 2Million	4	2-4 Million	8	4- 6 Million	12	6 - 8 Million	16	Above 8 Million	20	20	
		Sales Tax Paid/Deducted	Points Assigned														
		1 - 2Million	4														
		2-4 Million	8														
		4- 6 Million	12														
		6 - 8 Million	16														
Above 8 Million	20																
Total Marks(A)		100															
Marks Obtained as per Weightage (Ax 30%)=(B)																	

TECHNICAL BENCHMARK (100 MARKS)

T.1	<p>Printing Capacity</p> <p>(Minimum One machines Four Colour 1990 Model)</p> <ul style="list-style-type: none"> • 4-up will carry full marks • Less than 4-up will carry 75% marks 	<p>a. Number & model of four –five colour machines_____</p> <p>b. Number & model of Six & above colour machines_____</p> <p>c.</p> <ul style="list-style-type: none"> • Printing machine should not be less than 1990 Model. • 1990 to 1995 Model 10 marks for each machine <p>Model 1995 to onward will carry 12 marks for each machine.</p> <p>(Maximum 35 Marks)</p>	35													
T.2	<p>Lamination Capacity</p> <p>(Mandatory Minimum 1 Auto Lamination Machine)</p>	<p>a. Number of automatics lamination machines_____</p> <p>(5 Marks for each machine Maximum 15 Marks)</p> <p>b. Number of manual machines_____</p> <p>(1 Mark for three manual machines Maximum 5 Marks)</p>	20													
T.3	<p>Technical and Managerial Resource</p> <p>Provide detail on sheet attached, also provide copies of CNIC and salary sheet</p>	<p>➤ Managerial HR: 5 Qualified = 3, Non-qualified = 2</p> <p>➤ Accountant: Qualified = 2, Non-qualified = 1</p> <p>➤ Technical employees as per the sheet attached: 10</p> <table border="1"> <thead> <tr> <th>No of skilled workers</th> <th>Points Assigned</th> </tr> </thead> <tbody> <tr> <td>3-6</td> <td>2</td> </tr> <tr> <td>7-10</td> <td>4</td> </tr> <tr> <td>11-13</td> <td>6</td> </tr> <tr> <td>30-35</td> <td>8</td> </tr> <tr> <td>>35</td> <td>10</td> </tr> </tbody> </table>	No of skilled workers	Points Assigned	3-6	2	7-10	4	11-13	6	30-35	8	>35	10	15	
No of skilled workers	Points Assigned															
3-6	2															
7-10	4															
11-13	6															
30-35	8															
>35	10															

T.4	Alternate Power	➤ Alternate Power Source		10	
		100 – 150 KVA	4		
		>150 - 250 KVA	8		
		>250 KVA	10		
T.5	Storage Facility / Godown/Prepare/Design House	1. Space Available		20	
		>10 to 20 Marla	5		
		>above 20 Marla	10		
		2. Prepare/Design House In House Design Department a) CTP 10			
		Total Marks (C)		100	
		Marks Obtained as per Weightage (C x 70%)=(D)			
		Total Marks (B+D) (30%+70%)		100 %	

Qualified (≥65/100)	Unqualified (< 65/100)
----------------------------	----------------------------------

Signatures with Date: _____

Name / Designation of Authorized Officer-1 _____

Signatures with Date: _____

Name / Designation of Authorized Officer-2 _____

Signatures with Date: _____

Name / Designation of Authorized Officer-3 _____

Signatures with Date: _____

Name / Designation of Authorized Officer-4 _____

Performance Security

Beneficiary: PUNJAB CURRICULUM AND TEXTBOOK BOARD, LAHORE

Date: _____

PERFORMANCE GUARANTEE No.: _____

We have been informed that _____ (hereinafter called "the Supplier") has entered into Contract No. _____ dated _____ with you, for the supply of _____ (hereinafter called "the Contract").

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

At the request of the Supplier, we _____ hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of Rs. _____ (Rupees _____) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Supplier is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire no later than the **30.04.2019** and any demand for payment under it must be received by us at this office on or before that date.

Signature & Seal of the Bank