



TENDER NOTICE

PHOTOCOPYING OF EXPORT NEWS BULLETIN

Trade Development Authority of Pakistan, Government of Pakistan invites tenders from reputed suppliers and contractors, registered with income tax / sales tax department for photocopying of Export News Bulletin. Suppliers / Contractors having at least 5 years experience of performing similar jobs along with details of satisfied clients are eligible for participation. Details specification of the job is as under: -

1. Weight of the paper should be 80 grams.
2. Photocopies should be on the both sides of the paper.
3. No of pages may be vary from time to time.
4. Stapling of all News Bulletin.
5. Preparation of envelopes for dispatch to CR Section.

Applications from interested firms / companies should be complete in all respects and supported with following documents / information: -

- i. Name of Firm / Companies, its status, address, telephone number(s) and fax number.
- ii. Experience of similar work (minimum 5 years).
- iii. Proof of successful & in hand projects.
- iv. List of major clients.
- v. List of key personnel including managers, supervisors and other staff.
- vi. Financial soundness certificate, book statement for the last 12 months.
- vii. Affidavit to the effect that the firm is not blacklisted and is not in litigation with any organization / department, private or public.
- viii. Details of sub contractors, joint venture partners, if applicable.
- ix. Any other relevant information, which the firm / company intends to submit.

Tender documents may be obtained on submission of Pay Order of Rs. 500/- (Non refundable) in favour of 'Account Officer, TDAP - Karachi, Block A, 5th Floor, FTC Building, Shahrah-e-Faisal, Karachi'.

The firm will submit their sealed technical and financial proposals in separate envelope clearly marked as "Financial proposal" and "Technical Proposal" in bold and legible letters to avoid any confusion, Financial proposals should accompany two percent (2%) of the bid amount in the form of a Pay Order from any Scheduled Bank in favour of "Account Officer, EMDF, TDAP, Karachi". Sealed envelopes of financial proposals will be opened of only those Companies, which will qualify in technical evaluation.

Sealed tender documents will be submitted till 11:00 a.m, on 12th January 2010 in the office of the undersigned and Technical proposals will be opened on the same day at 12:00 noon in the presence of representatives of the participating firm. Date of opening of financial proposals will be communicated accordingly.

M. Naeem Akhter

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Trade Development Authority of Pakistan
MINISTRY OF COMMERCE
GOVERNMENT OF PAKISTAN



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