



KHYBER PAKHTUNKHWA  
PAKISTAN

**TOURISM CORPORATION KHYBER PAKHTUNKHWA**  
GOVERNMENT OF KHYBER PAKHTUNKHWA

**Terms of Reference (Bidding Documents)**

**TORs**

TCKP intends to hold outdoor campaign and Panaflex printing for “Mega Even at Peshawar”, therefore firms are requested to submit their competitive rates including all kind of Govt. Taxes, and detailed specifications are mentioned below:

**Details of Printing & Promotion Items:**

S. No.	Particulars	Total Sq. Ft
1	<b><u>Streamers:</u></b> Panaflex: Printing on 260gm Media Frame: Iron Frame Per Sq. Ft Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Sq. Ft
2	<b><u>Streamers:</u></b> Panaflex: Printing on 260gm Media Frame: Wooden Frame Per Sq. Ft Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Sq. Ft
3	<b><u>Bill Board Skin Printing:</u></b> Panaflex: Printing on 260gm Media Per Sq. Ft Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Sq. Ft
4	<b><u>Bill Board Rent at Peshawar</u></b> Per Day Rent Required for: 1. 30x90 2. 20x60 3. 10x20	Per Day Rent
5	<b><u>Rollup Stand:</u></b> Panaflex: Printing on 440gm Media Stand: Rollup Stand Size: 6x3 Ft Per Stand Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Stand

6	<b>Stande:</b> Panaflex: Printing on 440gm Media Stand: X Stand Size: 2x5 Ft Per Stand Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Stand
7	<b>Standees:</b> Panaflex: Printing on 440gm Media Frame: Iron Frame Per Stand Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Stand
8	<b>Bridge Banners:</b> Panaflex: Printing on 260gm Media Frame: Iron Frame Per Sq. Ft Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.	Per Sq. Ft

**Details of Taxes:**

S. No.	Particulars	Location	Total Days	Quantity
1	Streamers	Peshawar	Per Day	1
2	Bridge Banner	Peshawar	Per Day	1

**Terms and Conditions:**

1. Tenders shall be opened on 10<sup>th</sup> April 2017 at 11:00 am, (30 minutes after closing time) in the presence (not obligatory) of the contractors or their authorized agents in the office of TCKP.
2. The quotations must be accompanied with a call deposit of Rs.50,000/- in the name of Managing Director, Tourism Corporation Khyber Pakhtunkhwa. The CDR shall be returned to unsuccessful bidders.
3. Incomplete Tender or those without call deposit will not be considered. After due date/time tender will not be considered.
4. The Advertising Firms/ Agencies /companies will not be allowed to sublet the work/contract/supply to another Printers/firm/companies.
5. As per KPPRA Rules, Managing Director TCKP reserve the rights to accept or reject any or all tender by assigning any reason.

## Evaluation Criteria for Outdoor Branding and Promotion

S.No	Parameters	Detail	Total Marks	Remarks	
1	Firm Registrations	Firms Profile	14	Including Registraion Documents 1. NTN 2. Sales Tax Registration	
2	Staffing	Details of Managerial and Technical Staff	15	List must be attached with name and designation of staff	
		i 5 to 10			5
		ii 11 to 20			10
		ii 20 and above			15
3	Past Performance(Last One Year)	Major Institution Served:	25	Institutions include government departments and private organization for smilar nature of projects. Supported via work orders and quality certificate provided by the department.	
		i No any institute served			0
		ii 1 to 5			5
		ii 6 to 10			10
		i 11 to 15			15
		v 16 to 20			20
		v 20 and above			25
4	Market Experience	i 1 to 3 Years	3	During any of the last three years, he must have completed at least one contract involving the supply of similar goods and at least 50% of comparable scale.	
		ii 3 to 5 Years	7		
		ii Above and 5 Years	10		
5	Product Sample	Sample will be examined & accepted by the technical & evaluation committee as per the following parameters: 1. Consistency in quality 2. Durability	10	Product 100% comply with ther advertised specification will be considered for evaluation	
		i Excellent			10
		ii Good			7
		ii Satisfactory			5
		i Unsatisfactory			0
6	Financial Staus	i Tax Returns 2014 to 2016	12	1. Tax Payer must be active on Active Tax Payer list for NTN and Sales Tax. 2. Financial Statement must be verified from Chartered Accountant 3. The Bidder's Bank statement must reflect liquidity to 10% of the qouted amount	
		ii Financial Statement 2014 to 2016	7		
		ii Bank Statement 2014 to 2016	7		
<b>Total</b>			<b>100</b>		

**Note:**

**Total Marks: 100**

**Qualifying Marks: 65%**

The financial bids of technically accepted bidders will be opened publicly at a time to be announced by the Procuring Agency and the financial bids found technically non-responsive shall be returned un-opened to the respective bidders.