



KHYBER PAKHTUNKHWA
PAKISTAN

TOURISM CORPORATION KHYBER PAKHTUNKHWA
GOVERNMENT OF KHYBER PAKHTUNKHWA

Terms of Reference (Bidding Documents) TORs
For Outdoor Branding “Shandur Polo Festival 2017”

TCKP intends to hold outdoor campaign and Panaflex printing for “Shandur Polo Festival 2017”, 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	<u>Streamers:</u> Panaflex: Printing on 260gm Media Frame: Wooden Fram Size: 3x6 Square Feet Per Streamer Rate Required	Per Streamer
2	<u>Streamer Installation Charges City wise</u> Panaflex: Printing on 260gm Media Frame: Wooden Fram Size: 3x6 Square Feet Per Streamer Rate Required	Per Streamer
	Peshawar	
	Islamabad	
	Chitral to Shandur	
	Mardan	
	Kohat	
	Swabi	
	Nowshehra	
	D.I.Khan	
	Lahore	
3	<u>Frontlit Boards</u> Panaflex: Printing on 260gm Media Frame: Iron Frame (18 Gauge, 1x1 Inch). Per Sq. Ft Rate Required Including Labor & Installation at Shandur and Un-Installation after Event.	Per Sq. Ft
4	<u>Panaflex Banner Printing:</u> Panaflex: Printing on 260gm Media Size: 12x4 Square Feet Per Banner Rate Required	Per Banner
5	<u>Banner Installation Charges City wise</u>	
	Peshawar	
	Islamabad	
	Chitral to Shandur	
	Mardan	
	Kohat	
	Swabi	
	Nowshehra	

		D.I.Khan	
		Lahore	
6	Standee: Panaflex: Printing on 440gm Media Stand: X Stand Size: 2x5 Ft Per Stand Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.		
7	Bill Board Skin Printing: Panaflex: Printing on 260gm Media Per Sq. Ft Rate Required Including Labor, Installation, Transportation and Un-Installation after Event.		Per Sq. Ft
8	Bill Board Rent 15 Day Rent Required for: 1. 30x90 2. 20x60 3. 10x20 Rates Required for Peshawar, Islamabad & Lahore.	Peshawar 1. 30x90 2. 20x60 3. 10x20 Islamabad 1. 30x90 2. 20x60 3. 10x20 Lahore 1. 30x90 2. 20x60 3. 10x20	15 Days Rent
9	Mazda Truck for Transportation of Materials (Peshawar to Shandur with Three Days Stay at Shandur). Per Truck Rare Required		Per Truck

Details of Display Taxes:

S. No.	Particulars	Location	Total Days	Quantity
1	Streamers	Peshawar	Per Day	Per Streamer
		Islamabad		
		Chitral to Shandur		
		Mardan		
		Kohat		
		Swabi		
		Nowshehra		
		D.I.Khan		
		Lahore		
2	Banners	Peshawar	Per Day	Per Banner
		Islamabad		
		Chitral to Shandur		
		Mardan		
		Kohat		
		Swabi		
		Nowshehra		
		D.I.Khan		
		Lahore		

Terms and Conditions:

1. Tenders shall be opened on 30th June, 2017 at 10:00 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.100,000/- in the name of Managing Director, Tourism Corporation Khyber Pakhtunkhwa. The CDR shall be returned to unsuccessful bidders.
3. Tenders which are incomplete, without call deposit or submitted late will not be considered.
4. The successful bidder will not be allowed to sublet the contract to any other party/firm.
5. As per KPPRA Rules, Managing Director TCKP reserve the rights to accept or reject any or all tender by assigning any reason.
6. Sample must be provided at the time of tender opening.

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		List must be attached with name and designation of staff
		i 1 to 05	5	
		ii 05 to 10	10	
		ii i 10 and above	15	
3	Past Performance(5 Years)	Major Institution Served:		Institutions include government departments and private organization for similar 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 i 6 to 10	10	
		i 11 to 15	15	
		v 16 to 20	20	
		v i 20 and above	25	
4	Market Experience	i 1 year	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 2 Years	7	
		ii i 3 Years and Above	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		Product 100% comply with ther advertised specification will be considered for evaluation
		i Excellent	10	
		ii Good	7	
		ii i Satisfactory	5	
		i v Unsatisfactory	0	
6	Financial Status	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 i Bank Statement 2014 to 2016	7	
Total			100	

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.