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	Government of Pakistan PAKISTAN TELECOMMUNICATION AUTHORITY Headquarters, F-5/1, Islamabad.
	"Say No to Corruption" Tender Notice No.1/2017/Admin/PT
INVITATION TO BID	
Printing of Annual Report 2017	
<p>Pakistan Telecommunication Authority a Government Telecom Regulator invites sealed bids from reputable printers / firms from Islamabad/Rawalpindi, registered with Income Tax and Sales Tax Departments and who are on active taxpayers list of the Federal Board of Revenue, for Printing of publication titled "PTA Annual Report 2017".</p> <p>Bidding documents which are containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid etc. are available for the interested bidders at Room No. 214, 2nd Floor PTA H/Q, Islamabad. Price of the bidding documents is Rs.200/- (Cash). Bidding documents can also be downloaded from PPRA and PTA websites (www.ppra.org.pk and www.pta.gov.pk) free of cost.</p> <p>The bids, prepared in accordance with the instructions in the bidding documents must reach at Room No. 214, 2nd Floor, PTA H/Q on or before 03 August 2017 up till 1030 hours. Bids will be opened the same day at 1100 hrs.</p>	
Muhammad Muneer Assistant Director (Admin) PTA H/Q, F-5/1, Islamabad Tel: 051-9214037 Fax: 051-2878149 munir@pta.gov.pk	



Government of Pakistan
PAKISTAN TELECOMMUNICATION AUTHORITY
HEADQUARTERS, F-5/1, ISLAMABAD
<http://www.pta.gov.pk>

BIDDING DOCUMENT

The bid will be received on or before **03 August, 2017 upto 1030 hours** in the office of the undersigned at PTA Headquarters, Islamabad, and will be **opened on the same day at 1100 hours in PTA Auditorium.**

1. Name of Printer/Firm: _____
2. Address: _____
3. Contact Person: _____
4. Telephone No: _____
5. Fax No: _____
6. GST Reg. No: _____
7. National Tax Number: _____

8. Attachments Mandatory Requirements:

Following mandatory requirements must be fulfilled, failing which will result into rejection of bid:

- a. Copies of NTN & GST certificate.
- b. Demand Drafts/Pay orders (Refundable) as earnest money equivalent to 2% of total bid price.
- c. Proof of active tax payer list of FBR.
- d. Affidavit on stamp paper that printer/firm is not black listed. Stamp paper should be issued after advertisement date.

Terms & Conditions:

1. Tender Notice issued at the websites of PPRA/PTA is part of this contract document.
2. Tender should be addressed to the Director (Administration), Pakistan Telecommunication Authority, F-5/1, Islamabad.
3. Single Stage – one envelope procedure will be followed. Work shall be awarded to the bidder offering the lowest price per page subject to meeting the mandatory requirements.
4. GST should be **included** in the quoted price.
5. The rates quoted shall remain valid for 120 days after opening of bid.

6. Earnest money in the shape of pay orders / bank drafts (Refundable) in favour of Pakistan Telecommunication Authority Islamabad, equal to 2% of the total bid price should be attached with the bid (Cheque will not be accepted and bid will be rejected).
 7. Earnest money of successful bidder will be retained till acceptance of printed Annual Report by PTA Purchase Committee.
 8. Earnest money of unsuccessful bidder will be refunded after issuance of work order.
 9. Soft copy of document will be provided to the successful bidder in word format by Economic Affairs Section of PTA.
 10. The Printing of Annual Report-2017 should be according to quality, quantity and specification.
 11. Specimen of paper and title card should be attached with bid.
 12. Successful bidder shall be bound to print/deliver the printed Annual Report within working 15 days after proof reading of demy print of report.
 13. Payment will be made in accordance with actual number of pages in printed reports at the quoted rater per page.
 14. Payment will be made within 30 working days after submission of Invoice.
 15. No transportation / carriage charges will be allowed.
 16. Taxes and duties will be deducted as per Government rules.
 17. Pakistan Telecommunication Authority, Islamabad reserves the right to accept or reject whole or partially the tender as per PPRA Rules.
- For any further clarification may contact the undersigned on Tel: 051 –2878131.

(Muhammad Muneer)
Assistant Director (Admin)

**Bid Price Per Page for Printing of
Annual Report 2017 as per following Specification**

i.	No. of Books(copies)	500
ii.	Available Format of the Report	MS Word
iii.	Title	260 grams with Matt Lamination
iv.	No of Pages	70-80
v.	Paper Size	A4
vi.	Printing	4 Colors
vii.	Paper	135 grams (imported)
viii.	Binding	Gum/machine binding.
ix.	CD	Soft Copy (CD in plastic jacket) of Annual Report in PDF format on last page of report.

Rs. _____ per page (including GST)

**Signature
With Stamp**