

Standard Bidding Document

Complete Solution of Printing with two PVC Printers and pre-printed Cards
on turnkey basis
(Goods)

National

Single Stage-Two Envelope



July 03, 2026

*Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer
Sector G-10/4, Mauve Area., Islamabad Capital Territory
Phone: +92-333-455-7455, Email: procurement@pmdc.pk*

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REQUEST FOR BIDS

PROCUREMENT OF GOODS

1. The **Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC))** has reserved Funds for the procurement planned for FY **2026-27**. The **Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC))** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Complete Solution of Printing with two PVC Printers and pre-printed Cards on turnkey basis**" with the reference of "**P54878**"
2. The **Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC))** invites sealed Bids from eligible Bidders for procurement of goods described in the bidding documents on **EPADS v2.0**.
3. **Single Stage-Two Envelope** will be used by adopting **Least Cost Based Selection (LCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority from time to time.
4. All Bids must be accompanied by a Bid Security amounting described in Bid Security Section in Bidding Document in the form of **Demand Draft** or all bids must be accompanied by bid securing declaration in the format specified in the Bidding documents
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **<https://epads.gov.pk/opportunities/federal/procurements/54878>** for all the interested bidders registered on **EPADS v2.0**. Bidders are required to get themselves registered on **EPADS v2.0** to participate in Bidding process.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding Documents, must be submitted through **EPADS v2.0** on or before **Monday, July 20, 2026 10:30 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Monday, July 20, 2026 11:00 AM**. Manual submission of Bids

shall not be entertained. Those vendors who have not yet registered on the new version of **EPADS v2.0**, may register themselves on <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

In terms of Rule 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at (www.ppra.org.pk).

Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer
Sector G-10/4, Mauve Area., Islamabad Capital Territory
+92-333-455-7455
procurement@pmdc.pk





Instructions to Bidders

A. Introduction

1. Scope of Bids

1.1 The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids **through EPADS v2.0** for the provision of Goods for as specified in the BDS and **in Section V - Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. The successful Bidders will be expected to provide the goods within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1 Source of funds is referred in Clause-1 of Invitation for Bids.

3. Eligible Bidders

3.1 A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of the contract.

3.2 Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid.

3.3 The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.

3.4 Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring Agency and in line with

any instructions issued by the Authority.

(The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).

3.5 The invitation for Bids is open to all prospective suppliers, manufacturers, or authorized agents / dealers subject to any provisions of incorporation or licensing by the respective national incorporating agency or statutory body established for that particular trade or business. Procuring agencies shall specify the registration/licensing requirements for the foreign bidders keeping in view the requirement of that business.

3.6 A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

1. are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the Goods to be purchased under this Invitation for Bids.
2. have controlling shareholders in common; or
3. receive or have received any direct or indirect subsidy from any of them; or
4. have the same legal representative for purposes of this Bid; or
5. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bids of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
6. Submit more than one Bid in this Bidding process.

3.7 A Bidder may be ineligible if –

1. he is declared bankrupt or, in the case of company or firm, insolvent;
2. payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting (in accordance with the national laws) in the total or partial loss of the right to administer and dispose of its property;

3. the Bidder is convicted, by a final judgment, of any offence involving professional conduct;

4. the Bidder is blacklisted locally or by international organizations and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of Bid securing declaration.

3.8 As and when required, bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

3.9 Bidders shall submit Bids relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten (10) percent of the Bid price is envisaged.

4. Eligible Goods and Related Services

4.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such goods and services. For purpose of this Bid, ineligible countries are the countries declared ineligible by the Federal Government.

5. One Bid per Bidder

5.1 A bidder shall submit only one Bid, in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.

5.2 The Bidder shall not engage a subcontractor for any portion of the contract if the value of such subcontracting exceeds thirty percent (30%) of the total contract amount.

6. Cost of Bidding

6.1 Any cost incurred by the bidder relating to the preparation and submission of its Bid shall be borne by the bidder, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. Bidding Documents

7. Contents of Bidding Document

7.1 The Goods required, Bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation for Bids, the Bidding documents which should be read in conjunction with any addenda issued in accordance with **ITB 9.1** include:

Section I -Invitation to Bids

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Evaluation Criteria, Specifications, Schedule of Requirements

Section V Bid Forms

Section VI General Conditions of Contract (GCC)

Section VII Special Conditions of Contract (SCC)

Section VIII Contract Forms

7.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding documents. Failure to furnish all the information required in the Bidding documents through **EPADS v2.0** will be at the Bidder's risk and may result in the rejection of his Bids.

8. Clarification of Bidding documents

8.1 A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency through **EPADS v2.0**.

8.2 The Procuring Agency will within three (3) working days after receiving the request for clarification, respond to any request for clarification through **EPADS v2.0** provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in **ITB 22**

8.3 Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through **EPADS v2.0**, including a description of the inquiry, but without identifying its source.

8.4 Should the Procuring Agency deem it necessary to amend the Bidding document as a result of a clarification, it shall do so following the procedure under **ITB 9**.

8.5 If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding document.

8.6 Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be uploaded on **EPADS v2.0**. Any modification to the Bidding documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 9**. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

9. Amendment of Bidding documents

9.1 Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or Pre-Bid meeting may modify the Bidding documents by issuing addenda through **EPADS v2.0**.

9.2 The Procuring Agency shall promptly publish the addendum through **EPADS v2.0**.

9.3 Any addendum issued including the notice of any extension of the deadline shall also be communicated through EPADS v2.0 to all the bidders who have already submitted their bids. Such bidders shall have the right to withdraw their already submitted bid and re-submit the revised bid prior to the original or extended bid submission deadline.

9.4 To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids through **EPADS v2.0**:

Provided that the Procuring Agency shall extend the deadline for submission of Bids, if such an addendum is issued within last three (03) days of the Bids submission deadline.

C. Preparation of Bids

10. Language of Bid

10.1 The Bid prepared by the bidder, as well as all correspondence and documents relating to the Bids exchanged by the Bidder and the Procuring Agency shall be written in the English language unless otherwise specified in the BDS. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless otherwise specified in the **BDS**, in which case, for purposes of interpretation of the Bidder, the translation shall govern.

11. Documents and samples Constituting the Bid

11.1 The Bid prepared by the Bidder shall constitute the documents required in the **BDS**.

Details of sample(s) where applicable and requested in the BDS.

1. Documentary evidence established in accordance with ITB that the Bidder is eligible and/or qualified for the subject bidding process;
2. Documentary evidence establish that the Bidder has been authorized by the manufacturer to deliver the goods into Pakistan, where required and where the supplier is not the manufacturer of those goods;
3. Documentary evidence establish that the goods and related services to be supplied by the Bidder are eligible goods and services, and conform to the Bidding Documents;
4. Bid security or Bid Securing Declaration furnished in accordance with **ITB 18**.

12. Documents Establishing Eligibility of the Goods and Conformity to Bidding documents

12.1 To establish the conformity of the bidder to the Bidding document, the Bidder shall furnish as part of its Bids the documentary evidence that Goods provided conform to the technical specifications and standards.

13. Documents Establishing Eligibility and Qualification of the Bidder

13.1 The Bidder shall furnish, as part of its Bid, all those documents establishing the Bidder's eligibility to participate in the Bidding process and/or its qualification to perform the contract if its Bid is accepted.

14. Form of Bids

14.1 The Bidder shall fill the Form of Bid furnished in the Bidding documents. The Bids Form must be completed without any alterations to its format and no substitute shall be accepted.

15. Bids Prices

15.1 The Bids Prices quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the Bidding documents.

15.2 All items in the Schedule of Requirement must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced and neither explicitly denied, their prices shall be construed to be included in the prices of other items.

15.3 Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive Bidder(s) shall be construed to be the price of those missing item(s)

15.4 The Bid price to be quoted in the Form of Bid in accordance with **ITB 14.1** shall be the total price of the Bid.

15.5 The Bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total Bid price of the Goods it proposes to provide under the contract.

15.6 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account. A Bid submitted with an adjustable price will be treated as non-responsive and shall be rejected.

16. Bids Currencies

16.1 Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS in accordance with Rule 30 (2) of the Public Procurement Rules, 2004.

17. Bids Validity Period

17.1 Bids shall remain valid for the period specified in the **BDS** after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of Bid validity will be determined from the complementary Bid securing instrument, i.e. the expiry period of Bid Security or Bids Securing Declaration as the case may be.

17.2 The procuring agency shall ordinarily be under an obligation to process and evaluate the bid and to issue letter of award within the stipulated bid validity period.

17.3 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids only once through **EPADS v2.0**, for the period not more than the period of initial bid validity. The Bid Security provided under **ITB 18** shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its Bid Securing Declaration. A Bidder agreeing to the request will not be required nor permitted to modify its Bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension.

18. Bid Security or Bid Securing Declaration

18.1 The Bidder shall furnish as part of its Bid, a Bid Security in accordance with Rule 25 of the Public Procurement Rules, 2004.

18.2 The original Bid Security shall be enclosed within the sealed envelope and to be submitted physically before closing time for submission of bids. Whereas, scanned copy of bid security shall be uploaded electronically through EPADS v2.0 before closing hours for submission of bids.

18.3 The Bidder who failed to submit the original Bids security before the submission deadline shall be disqualified straightaway.

18.4 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to **ITB 18.7**.

18.5 The Bid Security shall be denominated in the local currency, and it shall be a Bank Draft in the name of the Procuring Agency and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period

for Bids/Bid Validity is extended. In either case, the form must include the complete name of the Bidder.

18.6 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in **ITB 18** are invoked.

18.7 Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bids Validity prescribed by the Procuring Agency pursuant to **ITB 17**. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:

- a. the expiry of the Bid Security;
- b. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the Bid documents;
- c. the rejection by the Procuring Agency of all Bids;
- d. the withdrawal of the Bids prior to the deadline for the submission of Bids, unless the Bids documents stipulate that no such withdrawal is permitted.

18.8 The successful Bidder's Bids Security will be discharged upon the Bidder signing the contract, or furnishing the Performance Guarantee.

18.9 The Bid Security may be forfeited or the Bid Securing Declaration executed:

- a. if a Bidder:
 - b. withdraws its Bid during the period of Bid Validity as specified by the Procuring Agency, and referred by the Bidder on the Form of Bids except as provided for in **ITB 17.2**; or
 - c. does not accept the correction of errors; or
 - d. in the case of a successful Bidder, if the Bidder fails:
 - e. to sign the contract; or
 - f. to furnish Performance Guarantee.

19. Withdrawal, Substitution, and Modification of Bid

19.1 Before Bid submission deadline, any Bidder may withdraw, substitute, or modify its Bid after it has been submitted through EPADS v2.0. Bids requested to be withdrawn, shall be returned unopened to the Bidders through **EPADS v2.0**.

20. Format and Signing of Bid

20.1 The Bidder shall prepare and submit Bids with due diligence after carefully reading all the terms and condition **before bid submission deadline** through EPADS v2.0.

D. Submission of Bids

21. Submission of Bids through EPADS v2.0

21.1 The Technical and Financial Bids if required to submitted, shall be submitted on **EPADS v2.0**.

22. Deadline for Submission of Bids

22.1 Bids shall be received by the Procuring Agency through **EPADS v2.0** before bid submission deadline.

22.2 The Procuring Agency may, under exceptional circumstances, extend the deadline for the submission of Bids, after recording reasons in writing and in an equal opportunity manner.

In such case, all rights and obligations of the Procuring Agency and the Bidders that were previously governed by the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

23. Opening of Bids

23.1 The Bid Evaluation Committee of the Procuring Agency shall open all Bids through the EPADS v2.0, on the date and time specified in the Bid Data Sheet (BDS).

23.2 The Bid Evaluation Committee **shall generate minutes through EPADS v2.0 containing brief details of bid opening process.** The record of the Bid opening shall include, as a minimum: the name of the Bidder, the Bid price if applicable, and the presence or absence of a Bid Security or Bid Securing Declaration.

23.3 The procuring agency shall live broadcast the opening of bids on national media or on their website or digital channels, if the volume of procurement exceeds five hundred million rupees in case of goods and services and one thousand million rupees in case of works.

23.4 In case the date of opening of bid has been declared as public holiday or the procuring agency fail to open bid due to any EPADS v2.0 related issues, the submission and opening of bids shall be shifted to the next working day on the same time.

23.5 In case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Bid Evaluation Committee.

24. Clarification of Bids

24.1 To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its Bid including breakdown of prices.

24.2 The request for clarification and the response shall be sought through EPADS v2.0 **before three days prior to the deadline for submission of bids.** No change in the prices or substance of the Bids shall be sought, offered, or permitted.

24.3 The alteration or modification in the BIDS which in any way affect the following parameters will be considered as a change in the substance of a Bids:

1. evaluation & qualification criteria;
2. required scope of work or specifications;
3. all securities requirements;
4. tax requirements;

5. terms and conditions of Bidding documents.

6. change in the ranking of the Bidder

24.4 From the time of Bids opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bids it should do so through **EPADS v2.0**.

25. Preliminary Examination of Bids

25.1 Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

1. meets the eligibility criteria defined in **ITB 3**;
2. has been prepared as per the format and contents defined by the Procuring Agency in the Bidding documents;
3. is accompanied by the required securities; and
4. is substantially responsive to the requirements of the Bidding documents.

25.2 The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

25.3 A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one that: -

1. affects in any substantial way the scope, quality, or performance of the Goods;
2. limits in any substantial way, inconsistent with the Bidding documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or
3. if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

25.3 If a Bids is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be evaluated for complete technical responsiveness.

26. Examination of Terms and Conditions; Technical Evaluation

26.1 The Procuring Agency shall examine the Bids to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.

26.2 The Procuring Agency shall evaluate the technical aspects of the Bids submitted, to confirm that all requirements specified in Schedule of Requirements and Technical Specifications of the Bidding documents have been met without material deviation or reservation.

26.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with **ITB 25.2**, it shall reject the Bid.

27. Correction of Errors

27.1 Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bids, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2 The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bids Securing Declaration may be executed.

28. Conversion to Single Currency

28.1 To facilitate evaluation and comparison, the Procuring Agency will convert all Bids prices expressed in the amounts in various currencies in which the Bids prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate prevailing on the date of opening of financial bids specified in the bidding documents, in accordance with weighted average customer exchange rates list issued by the State Bank of Pakistan on that day.

29. Evaluation of Bids

29.1 The Bids, quotations, or proposals shall be evaluated by the respective evaluation committees as per evaluation criteria described in the Bidding Documents in accordance with Rule 29 and 30 of the Public Procurement Rules, 2004.

1. Least Cost Based Selection (LCBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered Successful Bid.

2. Quality and Cost Based Selection (QCBS)

In such combination, there shall be some specific weightage of both the technical features and financial aspects of the proposal. The financial marks shall be awarded on the basis of inverse proportion calculations. The successful bid shall be declared, on the basis of combined evaluation.

3. Quality Based Selection (QBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness the bid in compliance with all the mandatory (technical) specifications/requirements and attaining highest marks in the Technical Evaluation considering all other qualitative and/or quantitative parameters (or point rated criteria) for technical proposal(s) such as working methodology, implementation plan, resource allocation, additional functionalities, risk management approach, knowledge transfer techniques, post implementation methodology etc. shall be treated as highest ranked bid. Later on, the financial proposal of highest ranked bidder shall be opened, however, in case of failure to proceed further with such a bidder, the procuring agency may resort to second

highest bidder and so on.

29.2 In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS v2.0. However, in no case the rates shall be higher than the original financial bids.

30. Domestic Preference

30.1 The procuring agency shall evaluate and compare bids, allow for preference to domestic bidders, while competing with the international bidders in accordance with the policies of Federal Government.

The percentage of preference, to be accorded shall be clearly mentioned in the bidding documents under the bid evaluation criteria.

31. Determination of Successful Bid

31.1 Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the BDS or prescribed in the separate section titled as Evaluation Criteria.

31.2 In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price from amongst those which are eligible, compliant and substantially responsive shall be the Successful Bid.

31.3 The Procuring Agency may adopt the Quality & Cost Based Selection Technique due to the following two reasons:

1. Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the goods to be procured and requires the bidders to submit their proposals defining those features, specifications and functionalities; or

2. Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters specified in Evaluation Criteria to be evaluated while determining the quality of the goods.

31.4 In such cases, the Procuring Agency may allocate certain weightage to these factors as a part of Evaluation Criteria, and may determine the ranking of the bidders on the basis of combined evaluation in accordance with provisions of Rule 2(1)(h) of the Public Procurement Rules, 2004.

32. Abnormally Low Financial Bids

32.1 Where the Bid price is considered to be abnormally low, the Procuring Agency shall perform price analysis either during determination of Successful Bids or as a part of the post-qualification process.

32.2 The Procuring Agency may reject an Abnormally low financial bids.

32.3 In order to identify the Abnormally Low Bids (ALB) following approaches can be considered to minimize the scope of subjectivity:

1. Comparing the Bids price with the cost estimate;
2. Comparing the Bids price with the Bids offered by other Bidders submitting substantially responsive Bids; and
3. Comparing the Bids price with prices paid in similar contracts in the recent past either government- or development partner-funded.

32.4 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the successful bid is qualified to perform the contract satisfactorily.

32.5 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding documents shall not be used in the evaluation of the Bidders' qualifications.

32.6 Procuring Agency may seek "Certificate for Independent Price Determination" from the Bidder and the results of reference checks may be used in determining an award of contract.

Explanation: The Certificate shall be furnished by the Bidder. The Bidder shall certify that the price is determined keeping in view of all the essential aspects such as raw material, its processing, value addition, optimization of resources due to economy of scale, transportation, insurance and margin of profit etc.

32.7 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's Bids, in which event the Procuring Agency will proceed to the next ranked Bidder to make a similar determination of that Bidder's capabilities to

perform satisfactorily.

F. Award of Contract

33. Criteria of Award

33.1 The Procuring Agency will award the Contract to the Bidder whose Bids has been determined to be substantially responsive to the Bidding documents and who has been declared as Most Advantageous Bidder.

34. Negotiations

34.1 The procuring agency shall not engage in negotiations with respect to scope and price with the bidder except when the procuring agency conducts a procurement using direct **or negotiated** contracting or a request for proposals with evaluation based on quality alone.

34.2 The procuring agency may negotiate with the most advantageous bid with a view to streamline the work or task execution, at the time of contract finalization on methodology, work plan, staffing, finalizing payment arrangements, delivery arrangements, minor amendments to the special conditions of the contract.

35. Procuring Agency Right to reject all bids

35.1 The Procuring Agency reserves the right to reject all bids or proposals at any time prior to the issuance of the Letter of Award, without incurring any liability, in accordance with Rule 33 of the Public Procurement Rules, 2004.

36. Procuring Agency's Right to Vary Quantities at the Time of Award

36.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the **quantity of** Goods originally specified in these Bidding documents provided this does not exceed **by** 15%, without any change in unit price or other terms and conditions of the Bids and Bidding documents.

37. Notification of Award

37.1 Prior to the award of contract, the procuring agency shall announce and publish the result of bid evaluation on **EPADS v2.0** in accordance with Rule 35

of the Public Procurement Rules, 2004.

37.2 The Bidder whose Bids has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bids/Bid Validity period. The Letter of Award will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the delivery of Goods as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

37.3 The Letter of award will constitute the formation of the Contract, subject to the Bidder furnishing the Performance Guarantee and signing of the contract.

38. Signing of Contract

38.1 Promptly after issuance of Letter of award, Procuring Agency shall send the successful Bidder the draft Contract, incorporating all terms and conditions as agreed by the parties to the contract.

38.2 Immediately after the Redressal of grievance by the GRC (if any), mandatory standstill period in accordance with Rule 35 of the Public Procurement Rules, 2004 and **after fulfillment of all condition's precedent** of the Contract Form, the successful Bidder and the Procuring Agency shall sign the Contract.

39. Corrupt & Fraudulent Practices

39.1 Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

F. Grievance Redressal & Complaint Review Mechanism

40. Constitution of Grievance Redressal

40.1 The Grievance Redressal Committee shall address the grievance, if any submitted by any party, including the bidder, in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

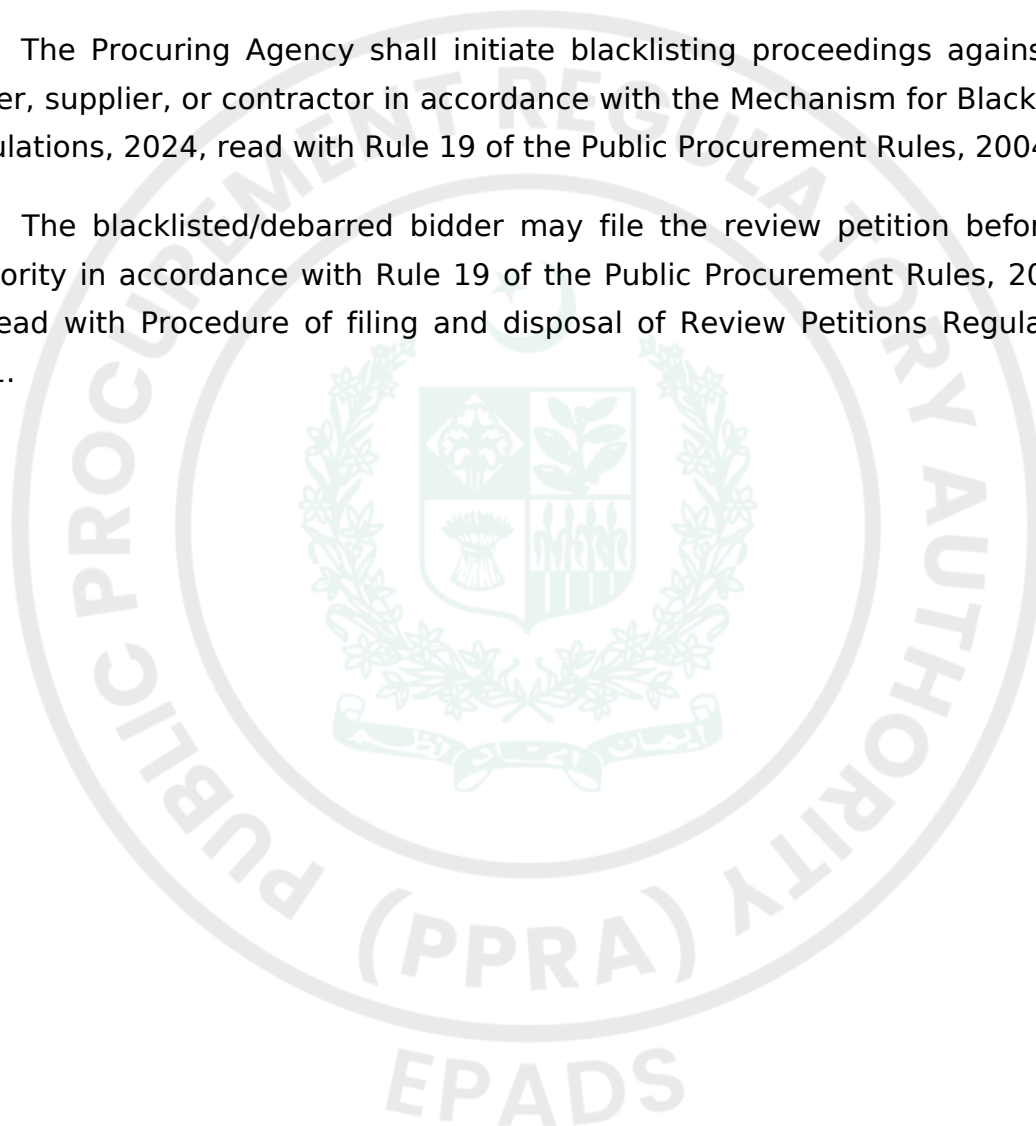
40.2 In case if any party or the bidder is not satisfied with the decision of the GRC or if it fails to decide within ten days, the bidder or the party may file an appeal before the Appellate Committee of the Authority in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

G. Mechanism of Blacklisting

41. Mechanism of Blacklisting

41.1 The Procuring Agency shall initiate blacklisting proceedings against any bidder, supplier, or contractor in accordance with the Mechanism for Blacklisting Regulations, 2024, read with Rule 19 of the Public Procurement Rules, 2004.

41.2 The blacklisted/debarred bidder may file the review petition before the Authority in accordance with Rule 19 of the Public Procurement Rules, 2004 to be read with Procedure of filing and disposal of Review Petitions Regulations, 2021.





Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Goods to be procured 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.

BDS Clause Number

ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

ITB Number 1.1

Name of Procuring Agency: **Pakistan Medical and Dental Council (PMDC)**
(Pakistan Medical and Dental Council (PMDC))

The subject of procurement is: **Complete Solution of Printing with two PVC Printers and pre-printed Cards on turnkey basis**

Expected commencement date: **Monday, August 31, 2026**

BDS Clause Number 2

ITB Number 2.1

Financial year for the operations of the Procuring Agency: **2026-27**

Name and identification number of the Contract: **P54878**

BDS Clause Number 3

ITB Clause Number 3.1

JV/Consortium or Association Allowed: **Yes**

Number of JV/Consortium Members: **2**

see section of eligibility criteria.

B. Bidding Documents

BDS Clause Number 4

ITB Number 8.1

The Bidders may seek clarifications through **EPADS v2.0** : Clarification Date:
Sunday, July 5, 2026
Pre-Bid Meeting: Thursday, July 9, 2026 11:00 AM
Venue: Sector G-10/4, Mauve Area.

C. Preparation of Bids

BDS Clause Number 5

ITB Number 10.1

The Language of all correspondences and documents related to the Bids shall be in: **English**

List of documents required along with the bid:

1. a. Copy of NTN certificate b. Copy of GST certificate. c. The Bidder / JV Partner must be the OEM authorized dealer. d. Affidavit on legal paper that the firm has not been black listed by any Government / Semi /Autonomous Government organization. e. The Bidder should furnish documentary evidence (client's certificate) in support of the satisfactory operation of the service under at least (02) two contracts combined during the last 10 years. f. On site demo in Pakistan must be arrange by the Bid

BDS Clause Number 6

ITB Number 11.1

Items/Lots and threere related documents:

See section items and Lots

BDS Clause Number 7

ITB Number 12.1

Items / Lots Specifications:

see section of items specifications.

BDS Clause Number 8

ITB Number 15.6

The price shall be **Fixed**.

BDS Clause Number 9

ITB Number 16.1

Currency of the Bids shall be : **PKR**

BDS Clause Number 10

ITB Number 17.1

The Bids/Bid Validity period shall be: **90 Days**

BDS Clause Number 11

ITB Number 18.1

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Demand Draft**

D. Submission of Bids

BDS Clause Number 12

ITB Number 20.1

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

Sector G-10/4, Mauve Area., Islamabad Capital Territory before bid submission deadline.

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Monday, July 20, 2026 10:30 AM**

E. Opening and Evaluation of Bids

BDS Clause Number 13

ITB Number 23.1

The Bids opening shall take place on **EPADS v2.0.**

Day : **Monday**

Date: **Monday, July 20, 2026**

Time : **11:00 AM**

BDS Clause Number 14

ITB Number 31.1

Selection technique adopted will be: **Least Cost Based Selection (LCBS)**
see Evaluation Criteria

F. Review of Procurement Decisions

BDS Clause Number 15

ITB Number 41.1

Grievance against this procurement shall be submitted online on EPADS v2.0.

Arbitrator shall be appointed by mutual consent of the both parties.



Eligibility Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	NADRA CITIZENSHIP (CNIC/NICOP)
Sole Proprietorship	FBR (NTN)
Partnership Firm	FBR (GSTN)
Company (Private Limited)	SECP
Company (Public Limited)	

Eligibility Criteria	Document
Mandatory Requirements: Company must furnish following information / documents along-with Technical Proposal failing which the bid shall be rejected without further evaluation: - a. Copy of NTN certificate b. Copy of GST certificate. c. The Bidder / JV Partner must be the OEM authorized dealer. d. Affidavit on legal paper that the firm has not been black listed by any Government / Semi /Autonomous Government organization. e. The Bidder should furnish documentary evidence (client's ce	Yes

Evaluation Criteria

Eligible bidder(s) with substantially responsive bid(s) offering **Least Cost Based Selection (LCBS)** shall be considered for the award of contract(s).

Least Cost Based Selection (LCBS)

Technical Marks	100
Passing Marks	70
Technical Evaluation	
Years of Experience 10+ years = 10 marks - 7-9 years = 5 marks - 5-6 years = 3 marks - Less than 5 years = 0 marks (Quantitative)(Doc Required)	10
Similar nature of Projects (Govt./Semi Govt./Private) 10 - 10+ projects = 10 marks - 7-9 projects = 5 marks - 5-6 projects = 3 marks - Less than 5 = 0 marks (Quantitative)(Doc Required)	10
Financial Stability (Bank Statement/ Audit Reports) 5 - Annual revenue > PKR 200 million = 5 marks - PKR 100-199 million = 4 marks - PKR 50-99 million = 3 marks - Below PKR 50 million = 0 marks (Quantitative)(Doc Required)	5
Compliance with Scope of Work (10 Marks) compliance with the complete turnkey requirements, including supply, installation, configuration, training, testing, and commissioning of PVC card printers along with software, drivers, and consumables Criteria Marks Complete turnkey supply (printers, software, consumables) 4 Installation, configuration & calibration 3 Training, testing & commissioning 3 Total 10 (Quantitative)(Doc Required)	10
PVC Card Specifications Compliance (10 Marks) Marks Standard size (85.5 mm x 54.0 mm x 0.76 mm) 4 Full-color (CMYK/YMCKO) and monochrome printing 3 Card finish (glossy/matte), scratch & fade resistance with lamination 2 Optional security features (hologram, QR/barcode, mag stripe etc) 1 (Quantitative)(Doc Required)	10

2.3 Printer Technical Specifications (10 Marks) Marks Print technology (Direct-to-Card dye sublimation & thermal transfer) 2 Print resolution (300 dpi minimum / 600 dpi preferred) 2 Printing speed ≥ 200 cards/hour color(Dual Side) 3 Hopper capacity (input hopper ≥ 100 cards/output output hopper ≥ 50 cards,) 2 Connectivity (USB & Ethernet) 1 (Quantitative) (Doc Required)	10
Software Capabilities Card Design (10 Marks)) Criteria Marks Card designing (text, photos, logos) 3 Batch printing & database/System integration 3 Barcode / QR code printing 2 Valid licensed software (non-trial) 2 Total 10 (Quantitative) (Doc Required)	10
Security and Consumable accessories Criteria Marks Starter consumables (ribbons, cards, cleaning kits) 2 Local availability & continuity of consumables 1 Password-protected printing & Magnetic stripe, /Lockable card feeder and ribbon cartridge 2 Total 5 (Quantitative)(Doc Required)	5
2.6 Certification Required Manufacturer Authorized Certificate (MAC) by OEM 10 Must Provide (Quantitative)(Doc Required)	10
Both User and Administrator levels, along with the provision of complete operational, technical, and administrative manuals, as an integral part of the Turnkey PVC Card Printing Solution. 5 One Time on Site Training for Users. (Quantitative)(Doc Required)	5
Team Qualification and Strength - Large team (15+ members) = 5 marks - Medium team (10-14 members) = 3 marks - Small team (5-9 members) = 2 marks - 5 members = 0 marks In terms of Certified Printer Engineers, Software/Card design specialist, PVC Printer Technicians etc. (Quantitative)(Doc Required)	5
Support and Warranty Period comprehensive warranty and Technical Support(O&M) for 3 years required 10 - 3 years local support = 5 marks - 3 year = 0 marks (Quantitative)(Doc Required)	10

Items/Lots

Lot Title : Complete Solution of Printing with two PVC Printers and pre-printed PVC cards(both side)

Bid Security : 500000 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Sample Quantity	Manufacturer / Dealer Authorization	Warranty
Printers for PVC card	Laser printers	Address: Sector G-10/4, Mauve Area., Islamabad Capital Territory Schedule: 6-8 weeks Quantity: 2/Qty	2 / Qty	--	--	--
PVC card	Polyvinyl Chloride PVC	Address: Sector G-10/4, Mauve Area., Islamabad Capital Territory Schedule: 6-8 weeks Quantity: 200000/Qty	200000 / Qty	--	--	--

Related Services of Goods:

No



Items/Lot Specification

Lot Title : Complete Solution of Printing with two PVC Printers and pre-printed PVC cards(both side)

Item: Printers for PVC card

UNSPSC: Laser printers

Specifications / Requirements:

PVC Card Printers (Quantity 2)	
Card Productivity	≥ 200 cards Printing per Hour (Dual Side)
Quality Standards	Direct-to-card Dye-Sublimation & Thermal Transfer, 300 dpi min, full-color & monochrome, (600 dpi preferred for high-definition images) single and dual-sided printing, magnetic stripe (HiCo & LoCo), (input hopper ≥100 cards, output hopper ≥50 cards,
Supported OS	Win 7, Win 8, Win10, Window 11, Windows Server 08/16/22 or higher
PVC Cards	Standard PVC 85.5 × 54 × 0.76 mm, glossy/matte, scratch & fade resistant
Ribbon / Consumable Kits	Color and monochrome ribbons compatible with printers,
Card Design & Management Software	License for designing cards with photo, text, logos, barcodes/QR codes; batch printing; database integration
Encoding / Security Features	Magnetic stripe, password-protected printing, lockable trays

PVC Card Printers (Quantity 2)	
Consumables	Starter ribbons, cleaning kits included etc
Print Capability	Full-color (CMYK or YMCKO) and monochrome printing
Connectivity	USB 2.0/3.0, Ethernet; Wi-Fi optional
Pre Printed PVC Cards Technical Specifications (PVC Card dual side Required Quantity 200,000)	
Mandatory Requirement	Bidder must compliance all the security features mentioned in the technical Specifications of PC Cards are also given below.
Pre-Printed PVC Card	
	Material: High-quality Standard PVC CR80 (85.5 × 54 mm), 0.76 mm thickness (standard CR80)
	Size: Standard ID card size (85.5 × 54 mm)
	Printing: Full-color (CMYK) and monochrome printing
	Finish: Glossy or matte, scratch and fade resistant
	Security Features (optional but preferred):
	Holograms
	Microtext
	QR code / barcode printing capability
	Magnetic stripe

PVC Card Printers (Quantity 2)

Both sided lamination

Print area calibration (TrueEdge / edge-to-edge)

3. Noncompliance to the above and adverse results of testing will be subject to the disqualification of the bidder.

Item: PVC card

UNSPSC: Polyvinyl Chloride PVC

Specifications / Requirements:

PVC Card Printers (Quantity 2)

Card Productivity	≥ 200 cards Printing per Hour (Dual Side)
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PVC Card Printers (Quantity 2)	
Quality Standards	Direct-to-card Dye-Sublimation & Thermal Transfer, 300 dpi min, full-color & monochrome, (600 dpi preferred for high-definition images) single and dual-sided printing, magnetic stripe (HiCo & LoCo), (input hopper ≥100 cards, output hopper ≥50 cards,
Supported OS	Win 7, Win 8, Win10, Window 11, Windows Server 08/16/22 or higher
PVC Cards	Standard PVC 85.5 × 54 × 0.76 mm, glossy/matte, scratch & fade resistant
Ribbon / Consumable Kits	Color and monochrome ribbons compatible with printers,
Card Design & Management Software	License for designing cards with photo, text, logos, barcodes/QR codes; batch printing; database integration
Encoding / Security Features	Magnetic stripe, password-protected printing, lockable trays
Consumables	Starter ribbons, cleaning kits included etc
Print Capability	Full-color (CMYK or YMCKO) and monochrome printing
Connectivity	USB 2.0/3.0, Ethernet; Wi-Fi optional
Pre Printed PVC Cards Technical Specifications (PVC Card dual side Required Quantity 200,000)	
Mandatory Requirement	Bidder must compliance all the security features mentioned in the technical Specifications of PC Cards are also given below.
Pre-Printed PVC Card	

PVC Card Printers (Quantity 2)

Material: High-quality Standard PVC CR80 (85.5 × 54 mm), 0.76 mm thickness (standard CR80)

Size: Standard ID card size (85.5 × 54 mm)

Printing: Full-color (CMYK) and monochrome printing

Finish: Glossy or matte, scratch and fade resistant

Security Features (optional but preferred):

Holograms

Microtext

QR code / barcode printing capability

Magnetic stripe

Both sided lamination

Print area calibration (TrueEdge / edge-to-edge)

3. Noncompliance to the above and adverse results of testing will be subject to the disqualification of the bidder.

Price Schedule

For Individual Items

#	Item Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





General Conditions of Contract

A. General

1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

- a. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;
- b. "Procuring Agency" means:-
 - a. any Ministry, Division, Department or any Office of the Government;
 - b. any authority, corporation, body or organization established by or under a Law or which is owned or controlled by the Government;
- c. "The Contract" means an agreement enforceable by law;
- d. "The Contract Price" means the price payable to the Bidder under the Contract for the full and proper performance of its contractual obligations;
- e. "Ancillary Services" means those services ancillary to the provision of Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Bidder covered under the Contract;
- f. "GCC" means the General Conditions of Contract contained in this section;
- g. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
- h. "Day" means calendar day unless indicated otherwise.
- i. "Effective Date" means the date on which this Contract comes into force and effect.
- j. "The Bidder" means the individual or corporate body whose Bids to provide the Goods has been accepted by the Procuring Agency;
- k. "The Project Site," where applicable, means the place or places named in Bids Data Sheet and technical Specifications;
- l. "Government" means the Government of Pakistan;
- m. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Goods.
- n. "Service" means any object of procurement other than goods or works;
- o. "Party" means the Procuring Agency or the Bidder, as the case may be, and "Parties" means both of them;
- p. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

q. "Completion Date" means the date of completion of the contract by the Bidder as certified by the Procuring Agency;

r. "In Writing" means communicated in written form with proof of receipt;

s. "Local Currency" means the currency of Pakistan;

2. Application and Interpretation

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

2.2 In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.

3. Applicable Law

3.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

4. Governing Language

4.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Bidder and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5. Notices

5.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC.

6. Delivery/Location

6.1 The Goods shall be delivered to such locations as the Procuring Agency may approve and as specified in SCC.

7. Authorized Representatives / Authority of Member in charge

7.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Bidder may be taken or executed by the officials specified in the SCC.

B. Commencement, Completion, Modification, and Termination of Contract

8. Effectiveness of Contract

8.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

9. Commencement of Services

9.1 The Bidder shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

10. Program

10.1 Before commencement of the Services, the Bidder shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

11. Starting Date/Expiration Date

11.1 The Bidder shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

11.2 Unless terminated earlier pursuant to Clause **GCC 15** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

12. Entire Agreement

12.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

13. Modification

13.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any Bids for modification or variation made by the other Party.

13.2 In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

14. Force Majeure

14.1 Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

14.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

14.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result

of Force Majeure.

14.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

15. Termination

15.1 By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Bidder in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

- a. If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;
- b. If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
- c. If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings;
- d. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
- e. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

15.2 By the Bidder

The Bidder may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

- a. If the Procuring Agency fails to pay any money due to the Bidder pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Bidder that such payment is overdue.
- b. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
- c. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration.
- d. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Bidder's notice specifying such breach.

C. Obligations of the Bidder

16. General

16.1 Standard of Performance

1. The Bidder shall deliver the product and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

16.2 Law Applicable to Goods

The Bidder shall deliver the goods in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

17. Conflict of Interests

17.1 Bidder Not to Benefit from Commissions and Discounts.

The remuneration of the Bidder shall constitute the Bidder's sole remuneration in connection with this Contract or the Services, and the Bidder shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Bidder shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

17.2 Bidder and Affiliates Not to be Otherwise Interested in Project

The Bidder agree that, during the term of this Contract and after its termination, the Bidder and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Goods for any project resulting from or closely related to the Services.

17.3 Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- a. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
- b. during the term of this Contract, neither the Bidder nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

18. Confidentiality

18.1 Except with the prior written consent of the Procuring Agency, the Bidder and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

19. Insurance to be Taken Out by the Bidder

19.1 The Bidder(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, loss or damage, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

20. Bidder's Actions Requiring Procuring Agency's Prior Approval

20.1 The Bidder shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Personnel not provided by the Bidder;
- (b) changing the Program of activities; and
- (c) any other action that may be specified in the SCC.

21. Reporting Obligations

21.1 The Bidder shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

22. Liquidated Damages

22.1 If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 15**.

22.2 Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Bidder by adjusting the next payment certificate. The Bidder shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

22.3 Lack of performance penalty

If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Bidder. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the SCC.

23. Performance Guarantee

23.1 Within Seven (07) days from the issuance of acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape of ----- at the discretion of the PA in the amount **specified in SCC**. In case the amount of Bids security is equal or greater than

23.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

23.3 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in SCC.

23.4 The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

24. Fraud and Corruption

24.1 The Procuring Agency requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

25. Sustainable Procurement

25.1 The Bidder shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

D. Bidder's Personnel

26. Description of Personnel

26.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Bidder's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

27. Removal and/or Replacement of Personnel

27.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Bidder, it becomes necessary to replace any of the Key Personnel, the Bidder shall provide as a replacement a person of equivalent or better qualifications.

27.2 If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Bidder shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

27.3 The Bidder shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

28. Assistance and Exemptions

28.1 The Procuring Agency shall use its best efforts to ensure that the Government shall provide the Bidder such assistance and exemptions as specified in the SCC.

29. Change in the Applicable Law

29.1 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the related Services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

30. Services and Facilities

30.1 The Procuring Agency shall make available to the Bidder and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described , at the times and in the manner specified in the SCC or terms of reference.

30.2 In case that such services, facilities and property shall not be made available to the Bidder, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Bidder for the performance of the Services, (ii) the manner in which the Bidder shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Bidder as a result thereof.

F. Payments to the Bidder

31. Contract Price

31.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC. Prices charged by the Supplier for Goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its Bid.

32. Terms and Conditions of Payment

32.1 Payments will be made to the Bidder according to the payment schedule stated in the SCC and as per actual invoice submitted by the Bidder.

32.2 Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Bidder of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Bidder have submitted an invoice to the Procuring Agency specifying the amount due.

33. Currency of Payment

33.1 Any payment under this Contract shall be made in the currency(ies) specified in the SCC.

G. Quality Control

34. Identifying Defects

34.1 The principle and modalities of Inspection of the Goods by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Bidder's performance and notify him of any Defects that are found. Such checking shall not affect the Bidder's responsibilities. The Procuring Agency may instruct the Bidder to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

35. Correction of Defects, and

Lack of Performance Penalty

35.1 The Procuring Agency shall give notice to the Bidder of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

35.2 Every time notice a Defect is given, the Bidder shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

35.3 If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the Bidder will pay this amount, and a Penalty for Lack of Performance.

36. Taxes and Duties

36.1 A Supplier shall be entirely responsible for all taxes, duties, fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.

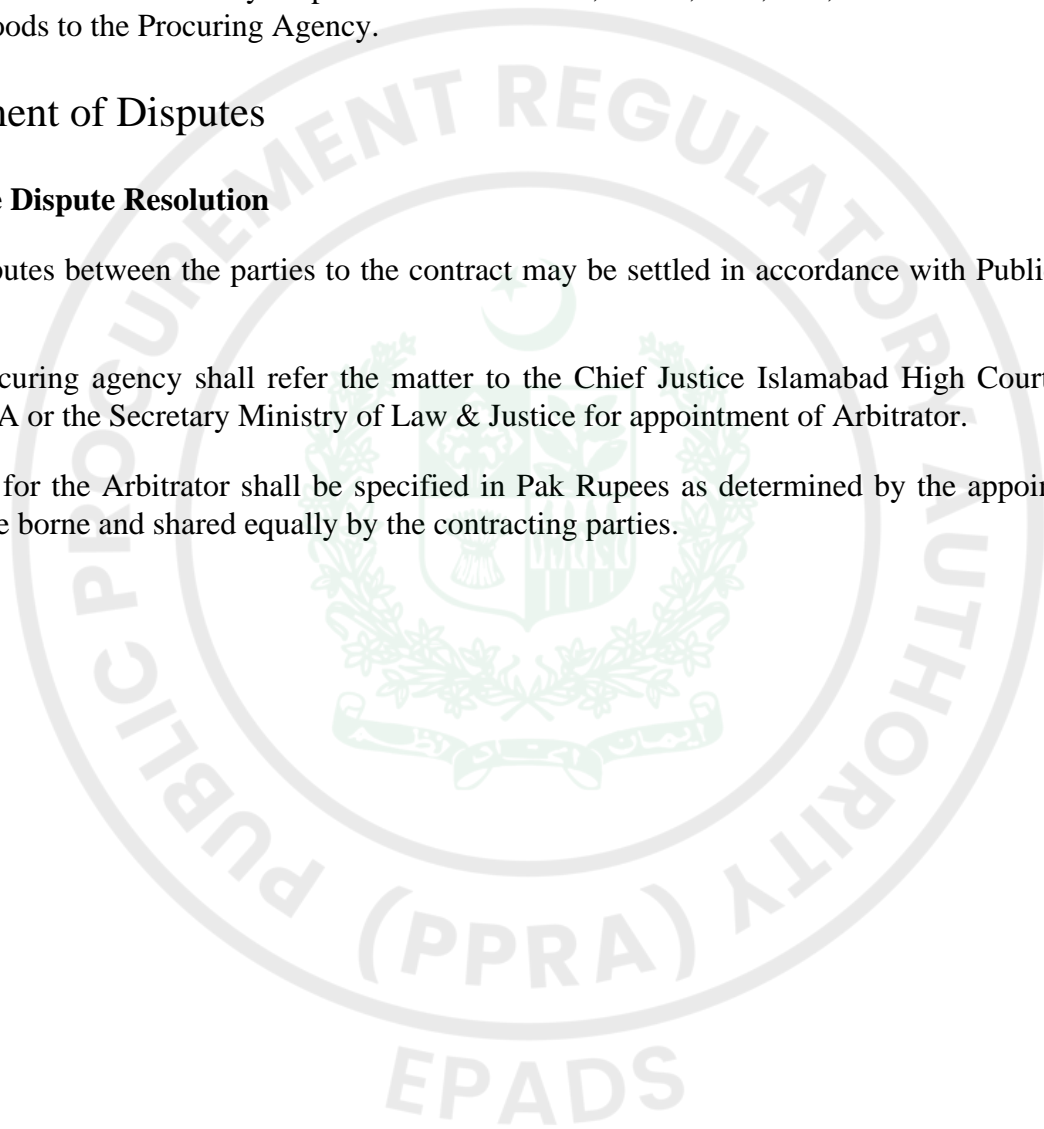
H. Settlement of Disputes

37. Alternate Dispute Resolution

37.1 The disputes between the parties to the contract may be settled in accordance with Public Procurement Rules, 2004.

37.2 The procuring agency shall refer the matter to the Chief Justice Islamabad High Court or Managing Director PPRA or the Secretary Ministry of Law & Justice for appointment of Arbitrator.

37.3 The fee for the Arbitrator shall be specified in Pak Rupees as determined by the appointing authority which shall be borne and shared equally by the contracting parties.





Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Number of GC Clause 1

Definitions

The Procuring Agency is: Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer Sector G-10/4, Mauve Area., Islamabad Capital Territory

The Supplier is:

The title of the subject procurement is: Complete Solution of Printing with two PVC Printers and pre-printed Cards on turnkey basis

Number of GC Clause 3

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 4

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

Number of GC Clause 5

Notices:

The addresses for the notices are:

Procuring Agency:

Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer

Sector G-10/4, Mauve Area., Islamabad Capital Territory

+92-333-455-7455

procurement@pmdc.pk

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 7.1

The Authorized Representatives are:

For the Procuring Agency:

Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer
Sector G-10/4, Mauve Area., Islamabad Capital Territory
+92-333-455-7455
procurement@pmdc.pk

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 8

Effectiveness of the contract

Number of GC Clause 9

Commencement of Contract:

Number of GC Clause 11.2

Expiration of Contract:

Number of GC Clause 15

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.

Number of GC Clause 17

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.

Number of GC Clause 22

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **5.00%** to **10.00%** of the Contract value, in

accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.

Number of GC Clause 23

Performance Guarantee:

The amount of performance guarantee shall be **10.00%** of the contract price in acceptable form of **Demand Draft**

Number of GC Clause 32

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause 33

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause 34

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

For being Brand New, bearing relevant reference numbers of the equipment (Certificate from supplier)

For Physical Fitness having No Damages (Certificate from supplier)

For the Country of Origin as quoted by the Supplier (Certificate from manufacturer)

For conformance to specifications and performance parameters, through Prior to delivery inspection (Inspection Report by Procurement Committee / Inspection Team)

For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team)

Delivery & Documents

Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;

Original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;

Copies of the packing list identifying contents of each package;

Insurance Certificate;

Manufacturer's or Supplier's Valid Warranty Certificate;

Inspection Certificate issued by the Nominated Inspection Agency (if any), and the Supplier's Factory Inspection Report;

Certificate of Origin.

The above documents would be required even if the equipment has already been imported and is available with the supplier ex-stock

Number of GC Clause 37

Following is the guidance for Dispute Resolution

- i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
- ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
- iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
- iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.
- v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.





Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **P54878**

To: **Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer Sector G-10/4, Mauve Area., Islamabad Capital Territory**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the ____ day of _____ 20____ between **Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer Sector G-10/4, Mauve Area., Islamabad Capital Territory**

(hereinafter called “the Procuring Agency”) of the one part and [*name of Bidder*] of [*city and country of Bidder*] (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Complete Solution of Printing with two PVC Printers and pre-printed Cards on turnkey basis (P54878)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of [*contract price in words and figures*] (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and
8. [*add here: any other documents*]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and 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.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

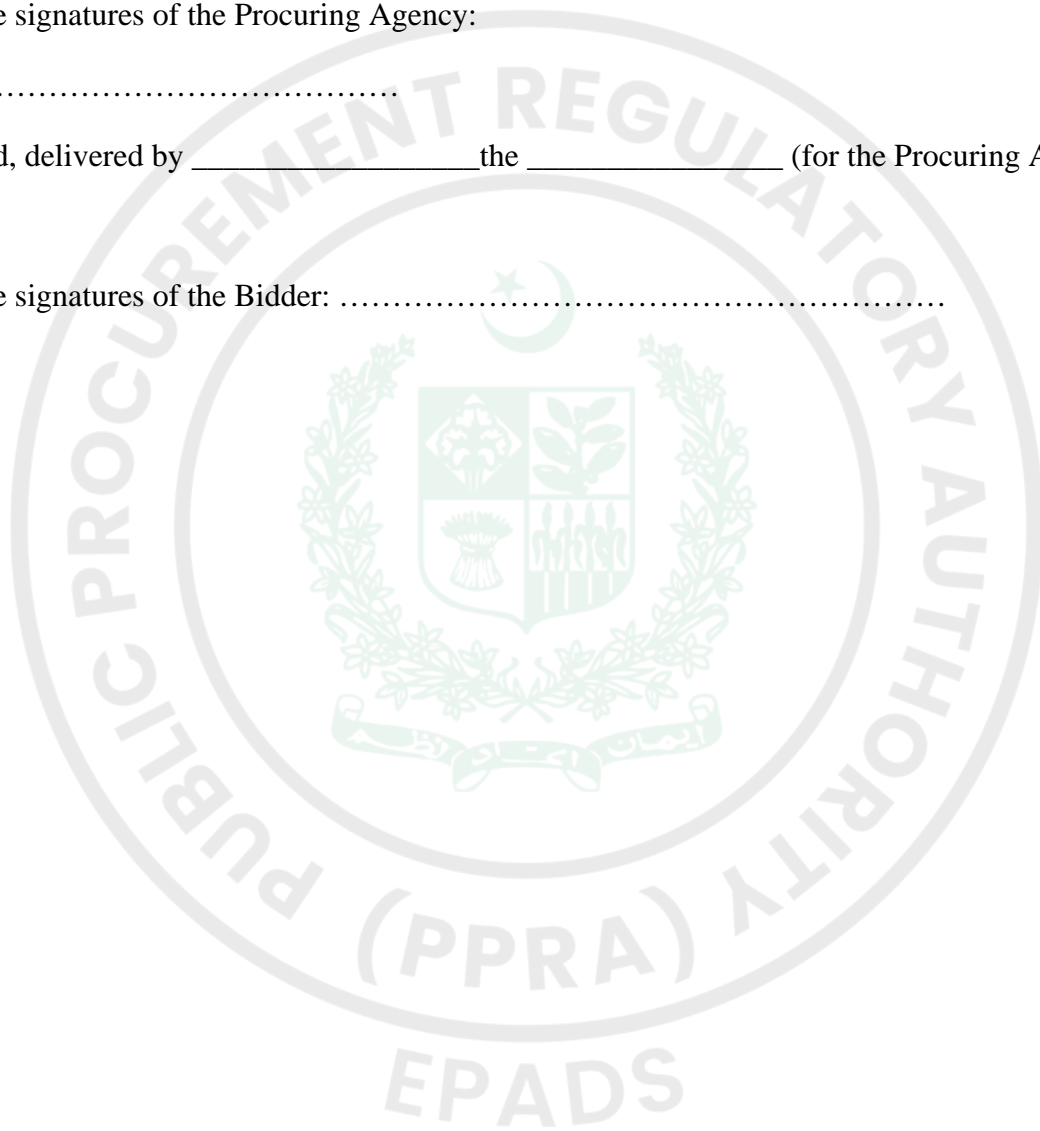
Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract

Number: Contract

Value: Contract Title:

Dated:

[Name of Supplier] 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 Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall 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 consultations 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 GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] 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 GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact 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 GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times 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 GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **Pakistan Medical and Dental Council (PMDC) (Pakistan Medical and Dental Council (PMDC)), Procurement Officer Sector G-10/4, Mauve Area., Islamabad Capital Territory**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods(hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





Annexure

Bid Document with technical and financial

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Bid Document with technical and financial** (page number: 72)

Financial

Financial Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Financial** (page number: 113)





Procurement Forms







Additional Forms and Documents

**PAKISTAN MEDICAL & DENTAL COUNCIL
ISLAMABAD**



**REQUEST FOR PROPOSAL
OF**

**PURCHASE OF COMPLETE SOLUTION OF PRINTING WITH TWO
PVC PRINTERS AND 200,000 PRE-PRINTED PVC CARDS (BOTH
SIDE) ON TURNKEY BASIS**

**PM&DC SECRETARIAT BUILDING, MAUVE AREA,
SECTOR G-10/4 ISLAMABAD**



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Important Dates

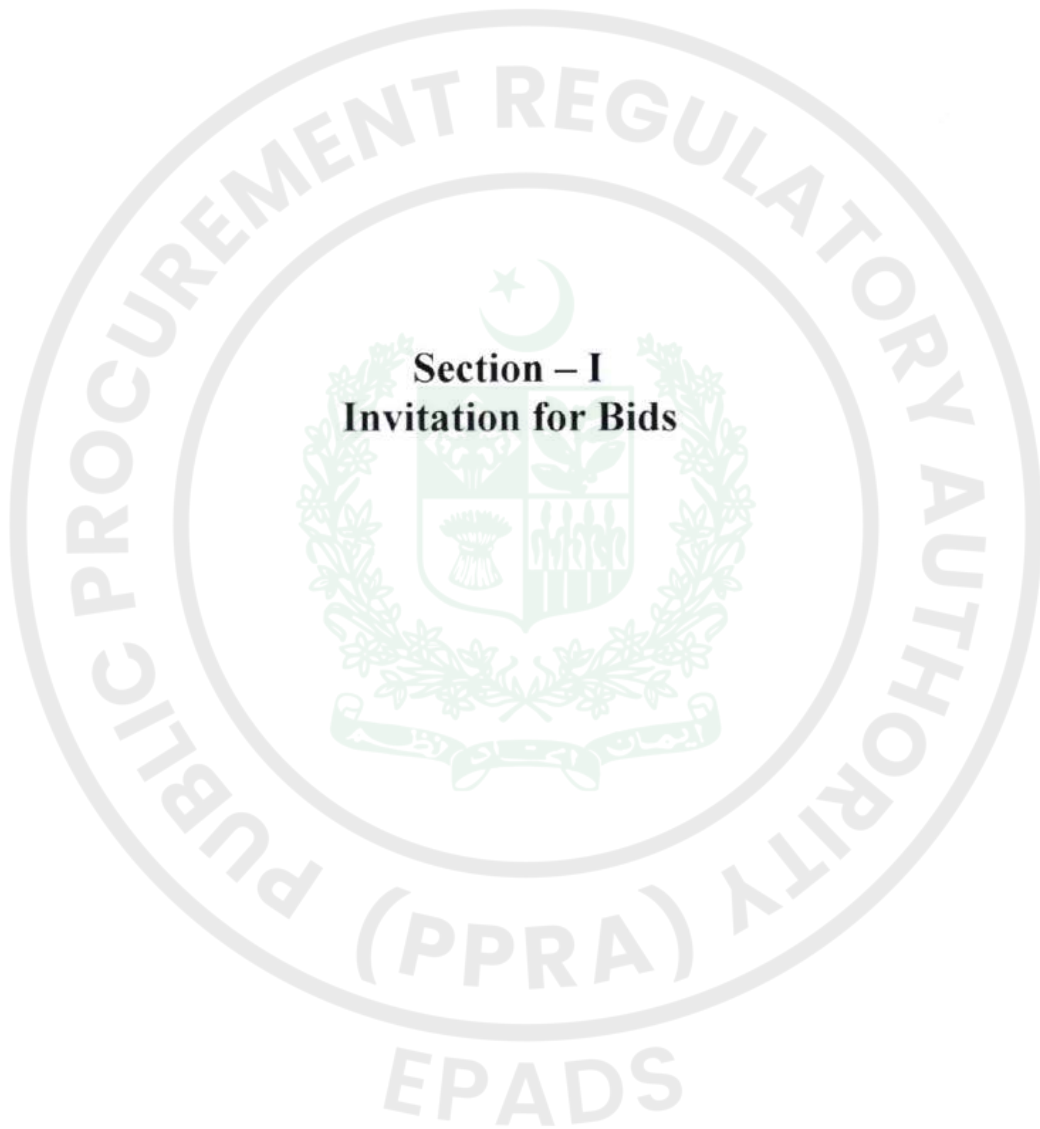
1. **Last date of Bid Submission: Date: 20th July, 2026 Time:10:30am** on EPADS only. Manual bids shall not be accepted.
2. **Pre-bid meeting: 9th July, 2026** at Pakistan Medical & DENTAL COUNCIL (PM&DC) located at Mauve Area, G-10/4, Islamabad, Land Line # 0519190000 Ext # 706



PM&DC

3

Service Provider



**Pakistan Medical & Dental Council
Islamabad**

Invitation for Bids (IFBs)

1. The Pakistan Medical and Dental Council (PM&DC) invites eligible bidders registered with Income Tax and Sales Tax Departments and who are on active Taxpayers list of Federal Board of Revenue for **Purchase of Complete Solution of Printing with Two PVC Printers and 200,000 Pre Printed PVC Card (Both Side) on Turn Key Basis At PM&DC Islamabad Head Office for a period of three (03) years** through Single Stage – Two Envelops procedure against a minimum Bid Security of **Rs. 500,000/-**
2. The complete set of bidding documents containing complete information and detailed terms & conditions are available on the E-PADS(www.eprocure.gov.pk) & PPRA(www.ppra.org.pk).
3. The bids prepared in accordance with the instructions in the bidding documents, must be submitted through E-PADS not later than **10:30 am** on the last date of submission of bids i.e. **20th July, 2026**. Manual Submission of bids will not be accepted.
4. Bids must be accompanied by a Bid Security of **Rs.500,000/-** in the shape of pay order/demand draft/call deposit/banker's cheque in favour of Pakistan Medical and Dental Council. Original bid security must reach at PM&DC G-10/4, Islamabad on/or before 10:30 am of bid closing date i.e **20th July, 2026**.
5. There shall be a **pre-bid meeting** at PM&DC Mauve Area G-10/4, Islamabad on **9th July, 2026** at **10:00 am** Pakistan Medical & DENTAL COUNCIL (PM&DC).
6. Electronic bids will be opened on the same date in the office of Pakistan Medical & DENTAL COUNCIL (PM&DC) located at Mauve Area, G-10/4, Islamabad, at **11:00 am** on www.eprocure.gov.pk

PM&DC reserved the right to accept or reject any or all bids under the PPRA-Rules

The Primary contact for further information during office hours:

Name: Imran Zafar
Procurement Officer
Cell No 0333-4557455
PM&DC ,0519190000 Ext # 706



PM&DC

5

Service Provider

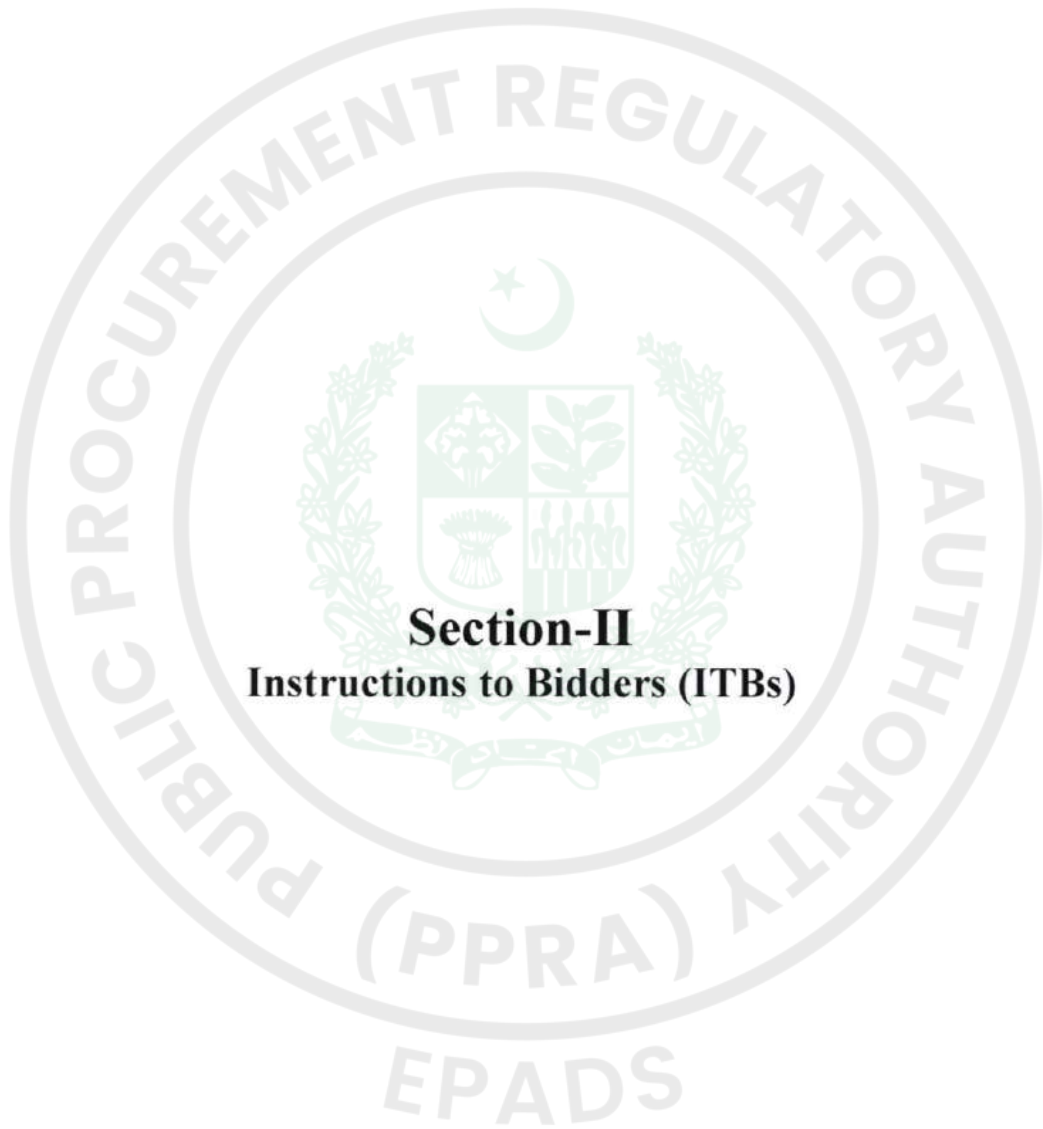
Scope of Work:

The Procuring Agency invites bids for the **supply, installation, configuration, and commissioning** of a **complete turnkey solution for PVC card printing**, including:

1. **Provision of Two PVC Card Printers:**
 - High-quality printers capable of producing more than 200 PVC Cards printing (Dual Side) per hour, **durable, high-resolution, double-sided PVC cards**.
 - Printers must include **all necessary accessories, consumables, drivers, and software** for full operation.
 - At least **one printer must be provided as a backup** to ensure uninterrupted operation during maintenance or faults.
2. **Supply of Both Side Pre-Printed PVC Cards:**
 - **Quantity:** 200,000 cards
 - **Card Specifications:** 85.5 mm × 54 mm × 0.76 mm
 - **Pre-Printing:** Both sides lamination covered with design and security features as specified in the technical specifications.
3. **Installation, Configuration, and Commissioning:**
 - Complete setup of hardware and software at the Procuring Agency's premises.
 - Testing and verification of card printing quality, encoding, and system integration.
4. **Training:**
 - On-site **user and administrator-level training** for the installation/operation and maintenance of the complete system.
5. **Three-Year Technical Support and Maintenance/Warranty:**
 - Provision of **on-site support** for all supplied equipment and software.
 - Three-year spare Parts Warranty
 - **Replacement of faulty equipment** within **15 working days** during the support period and provide backup of equipment in two working days.
 - Regular preventive maintenance and troubleshooting.
6. **Turnkey Responsibility:**
 - The successful bidder shall deliver the solution on a **turnkey basis**, ensuring that the complete system is **fully functional, operational, and ready for production use** at the end of installation.
7. **Ownership:**
 - At the end of the three-year support period, the **entire installed system, including printers, hardware, and software**, shall become the property of the Procuring Agency.



C 2



Section-II
Instructions to Bidders (ITBs)



PM&DC

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Service Provider

Introduction

1. **Source of Funds**
 - 1.1 PM&DC has allocated budget in accordance with regular budgetary allocation for current expenditure. The PM&DC intends to spend thereof towards the instant procurement.
2. **Eligible Bidders**
 - 2.1 This Invitation for Bids is open to all firms/companies associated with carrying out similar assignments/works and preferably enlisted with any Government/Semi Government/Autonomous Body for execution of such works/services.
 - 2.2 Government-owned enterprises may participate only if they are legally and financially autonomous, if they operate under commercial laws
 - 2.3 Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices by any authority/or legal entity.
3. **Cost of Bidding**
 - 3.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the PM&DC named in the Bid Data Sheet, hereinafter referred to as "the Employer's," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

The Bidding Documents

4. **Content of Bidding Documents**
 - 4.1 The services required, bidding procedures, and contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents include:
 - (a) Instructions to Bidders (ITB)
 - (b) Bid Data Sheet
 - (c) General Conditions of Contract (GCC)
 - (d) Special Conditions of Contract (SCC)
 - (e) Schedule of Requirements
 - (g) Bid Form and Price Schedules
 - (h) Contract Form
 - 4.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a



bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

5. Clarification of Bidding Documents

5.1 A prospective Bidder requiring any clarification of the bidding documents may notify the PM&DC at the address indicated in Bid Data Sheet (BDS).

Preparation of Bids

6. Language of Bid

6.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Employer's shall be written in the language specified in the Bid Data Sheet.

7. Documents Comprising the Bid

7.1 The bid prepared by the Bidder shall comprise the following components:

- (a) A Bid Form and a Price Schedule duly completed
- (b) Documentary evidence established in accordance with ITB Clause 11 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;
- (c) Bid security furnished in accordance with ITB Clause 12.



PM&DC

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Service Provider

8. Bid Form

8.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the services to be performed, a brief description of the services, quantity, and prices etc.

9. Bid Prices

9.1 The Bidder shall indicate on the appropriate Price Schedule indicating the unit prices (where applicable) and total bid price of the services it proposes to provide under the contract. The bidder shall quote a comprehensive, all-inclusive price for the complete Turnkey PVC Card Printing Solution, including the supply and installation of PVC card printer(s) along with 200,000 pre-printed PVC cards. The quoted price shall cover all machine-related and associated costs, including but not limited to delivery at site, three (03) years SLA coverage, on-site support, corrective and preventive maintenance, Three-year manufacturer's warranty, and user- and administrator-level training.

9.2 Prices indicated on the Price Schedule shall be delivered dutypaid (DDP) prices at PMDC HQ Islamabad. All taxes, duties, adjustments shall be included in the quoted prices.

9.3 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected, pursuant to ITB Clause 18.5. Prices quoted conditionally shall make the bid liable to rejection.

10. Bid Currencies

10.1 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.

**11. Documents
Establishing
Bidder's
Eligibility and
Qualification**

11.1 Pursuant to ITB Clause 7, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

11.2 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Employer's satisfaction:

- (a) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
- (b) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.



12. Bid Security

- 12.1 Pursuant to ITB Clause 7, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.
- 12.2 The bid security is required to protect the Employer's against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 12.7.
- 12.3 The bid security shall be in Pak. Rupees and shall be in forms of an irrevocable in cashable on-demand Bank call-deposit or as may be specified in the Bid Data Sheet.
- 12.4 Any bid not secured in accordance with ITB Clauses 12.1 and 12.3 will be rejected by the Employer's as nonresponsive, pursuant to ITB Clause 18.5.
- 12.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Employer's pursuant to ITB Clause 13.
- 12.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 25 and furnishing the performance security, pursuant to ITB Clause 26.
- 12.7 The bid security may be forfeited:
- (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
 - (b) in the case of successful Bidder, if Bidder fails:
 - I. to sign the contract in accordance with ITB Clause 25
 - II. to furnish performance security in accordance with ITB Clause 26

13. Period of Validity of Bids

- 13.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Employer's. A bid valid for a shorter period shall be rejected by the Employer's as nonresponsive



14. Format and Signing of Bid

14.1 The Bidder shall prepare the bid by incorporating such Information/forms/formats as may be require duly typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

14.2 Any interlineations, erasers, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

B. Submission of Bids

15. Deadline for Submission of Bids

15.1 The Bidder shall submit their bids on EPADS. Manual submission of bids will not be accepted.

15.2 The Employer's may, at its discretion, extend this deadline for the submission of bids in which case all rights and obligations of the Employer's and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.



C. Opening and Evaluation of Bids

16 Opening of Bids by the Employer's

- 16.1 The Employer's will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register evidencing their attendance.
- 16.2 In case any holiday is announced by the Govt. or any unforeseeable circumstances that prevent the tender from being opened on the date announced (Force Majeure Situation), the tenders will be opened on the very next working day or PM&DC will notify the date of opening on its website. Time and place will remain as initially mentioned in the tender notice.
- 16.3 The bidders' names, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Employer's, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids and bids with bid security less than the prescribed amount.
- 16.4 Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.
- 16.5 The Employer's will prepare minutes of the bid opening.

17 Clarification of Bids

- 17.1 During evaluation of the bids, the Employer's may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

18 Preliminary Examination

- 18.1 The Employer's will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 18.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail.



18.3 The Employer's may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

18.4 Prior to the detailed evaluation, pursuant to ITB Clause 19 the Employer's will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations.

18.5 If a bid is not substantially responsive, it will be rejected by the Employer's and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

19 Evaluation and Comparison of Bids

19.1 The Employer's will evaluate and compare the bids which have been determined to be substantially responsive.

19.2 The Employer's evaluation of a bid will be based on delivered duty paid (DDP) price inclusive of all duties and taxes and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid. Prices for various categories of service shall be weighted as per scores mentioned in Bid Data Sheet. The procuring agency may quantify and compare bids to identify the lowest evaluated, as applicable. Technical and financial evaluations shall be conducted as specified (single-stage, two-stage, or two-envelope).

20 Contacting the Employer's

20.1 Subject to ITB Clause 17, no Bidder shall contact the Employer's on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Employer's, it should do so in writing.

20.2 Any effort by a Bidder to influence the Employer's in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

D. Award of Contract

21 Post-qualification

21.1 In the absence of prequalification, the Employer's will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to



perform the contract satisfactorily, in accordance with the criteria listed in Bid Data Sheet

21.2 The determination will consider the Bidder's financial, technical, and working capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 14, as well as such other information as the Employer's deems necessary and appropriate.

21.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Employer's will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

22 Award Criteria

22.1 The Employer's will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

22.2 If two or more bidders quote the same price in financial proposal, then the contract will be awarded to the one with highest marks in technical evaluation.

23 Employer's Right to Accept any Bid and to Reject any or All Bids

23.1 The Employer's reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Employer's action.

24 Notification of Award

24.1 Prior to the expiration of the period of bid validity, the Employer's will notify the successful Bidder in writing by letter that its bid has been accepted.

24.2 The notification of award will constitute the formation of the Contract.



25 Signing of Contract

25.1 At the same time as the Employer's notifies the successful Bidder that its bid has been accepted, the Employer's will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

25.2 Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Employer's.

26 Performance Security

26.1 Within twenty (20) days of the receipt of notification of award from the Employer's, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Employer's.

26.2 Failure of the successful Bidder to comply with the Requirement of ITB Clause 26 or ITB Clause 26.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Employer's may make the award to the next lowest evaluated Bidder or call for new bids.

27 Completion of the Contract Period

27.1 After successful completion of the contract period the Both PVC card Printer shall be the property of PM&DC.

28. Support and Maintenance

28.1 Bidder must provide local support and ensure availability of machine parts within 15 days in case of any faults or operational disruptions for three years from the date of acceptance.

28.2 The bidder must also ensure the availability of spare parts of machine from OEM for up to 3 years after the machine becomes obsolete

28.3 The faulty printer/equipment shall be collected and transported by the bidder at its own cost after providing the replacement Backup printer within days.

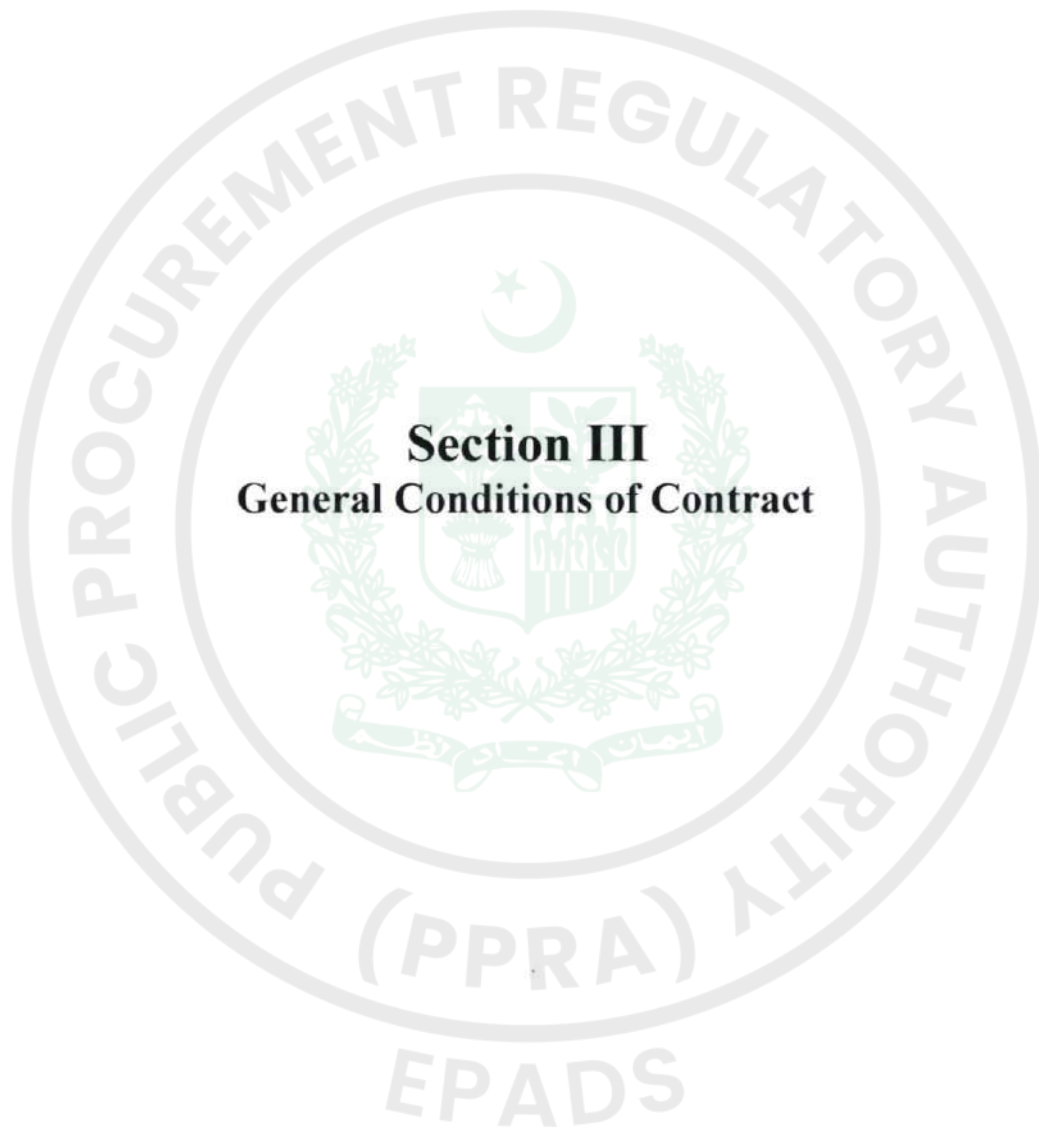
28.4 The bidder shall provide on-site technical support for breakdowns and operational issues. The maximum response time shall be two (02) hours from the time of complaint/intimation by PMDC during working hours.



29. Delivery Timelines

29.1 Successful bidder ensure the delivery of the machine within 6-8 Weeks after the issuance of purchase order.





Section III
General Conditions of Contract



PM&DC

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Service Provider

General Conditions of Contract

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means the agreement entered into between the Employer's and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Services" means all services which the Supplier is required to provide to the Employer's under the Contract.
- (d) "GCC" means the General Conditions of Contract contained in this section.
- (e) "SCC" means the Special Conditions of Contract.
- (f) "The Employer's" means the organization purchasing the services, as named in SCC.
- (g) "The Employer's country" is the country named in SCC.
- (h) "The Supplier" means the individual or firm supplying the Goods and Services under this Contract.
- (i) "The Project Site," where applicable, means the place or places named in SCC.
- (j) "Day" means calendar day.

2. Application

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

3. Country of Origin

3.1 Card must be imported and proof of import must be submitted along with shipment details.

4. Standards

4.1 The Services provided under this Contract shall conform to the standards mentioned in the Specifications Details.



5. Use of Contract Documents and Information; Inspection and Audit by the Bank

5.1 The Supplier shall not, without the Employer's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Employer's in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The Supplier shall not, without the Employer's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.

5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Employer's and shall be returned (all copies) to the Employer's on completion of the Supplier's performance under the Contract if so required by the Employer's.

6. Patent Rights

6.1 The Supplier shall indemnify the Employer's against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods/Services or any part thereof in the Employer's country.

7. Performance Security

7.1 Within twenty (20) days of receipt of the notification of Contract award, the successful Supplier shall furnish to the Employer's the performance security in the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the Employer's as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Employer's and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Employer's country, in the form provided in the bidding documents or another form acceptable to the Employer's; or
- (b) a cashier's or certified check, DDR/CDR valid for term of contract.



7.4 The performance security will be discharged by the Employer's

and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Payment

8.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.

8.2 The Supplier's request(s) for payment shall be made to the Employer's in writing, accompanied by an invoice describing, as appropriate, Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

8.3 Payments shall be made promptly by the Employer's.

8.4 The currency of payment is Pak. Rupees.

9 Prices

9.1 Prices charged by the Supplier for Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid.

10 Change Orders

10.1 The Employer's may at any time, by a written order given to the Supplier pursuant to GCC Clause, make changes within the general scope of the Contract in the Services to be provided by the Supplier.

10.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Employer's change order.

11 Contract Amendments

11.1 Subject to GCC Clause, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

12. Delays in the Supplier's Performance

12.1 Performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Employer's in the Schedule of Requirements.



12.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely performance of Services, the Supplier shall promptly notify the Employer's in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Employer's shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

12.3 Except as provided under GCC Clause , a delay by the Supplier in the performance of its service obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause , unless an extension of time is agreed upon pursuant to GCC Clause without the application of liquidated damages.

13. Liquidated Damages

13.1 Subject to GCC Clause , if the Supplier fails to perform the Services within the period(s) specified in the Contract, the Employer's shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the unperformed Services Once the maximum is reached, the Employer's may consider termination of the Contract pursuant to GCC Clause .

14. Termination for Default

14.1 The Employer's, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- (a) if the Supplier fails to perform any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by the Employer's pursuant to GCC Clause; or
- (b) if the Supplier fails to perform any other obligation(s) under the Contract.
- (c) if the Supplier, in the judgment of the Employer's has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or



Soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. "Fraudulent practice" means a misrepresentation of facts to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

14.2 In the event the Employer's terminates the Contract in whole or in part, pursuant to GCC Clause , the Employer's may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered, and the Supplier shall be liable to the Employer's for any excess costs for such similar Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

15. Force Majeure

15.1 Notwithstanding the provisions of GCC Clauses, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, 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.

15.2 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Employer's in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

15.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Employer's in writing of such condition and the cause thereof. Unless otherwise directed by the Employer's 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.

16 Termination for Insolvency

16.1 The Employer's may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Employer's.



17 Termination for Convenience

17.1 The Employer's, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Employer's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

18 Resolution of Disputes

18.1 The Employer's 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.

18.2 If, after thirty (30) days from the commencement of such informal negotiations, the Employer's and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration.

19 Governing Language

19.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause , the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

20 Applicable Law

20.1 The Contract shall be interpreted in accordance with the laws of the Employer's country, unless otherwise specified in SCC.

21 Notices

21.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC.

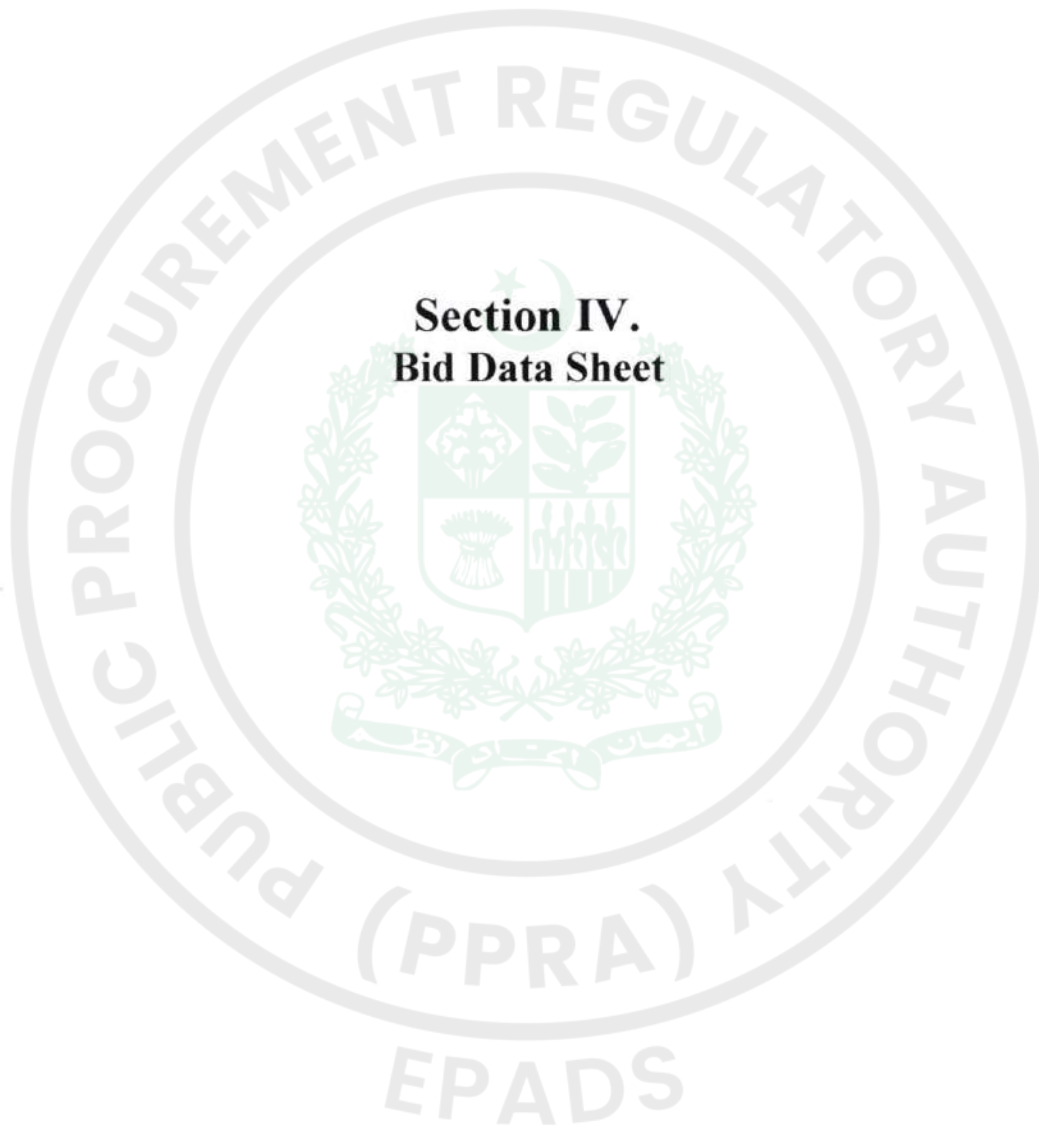
21.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

22 Taxes and Duties

22.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Employer's.



**Section IV.
Bid Data Sheet**



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Service Provider

Bid Data Sheet

The following specific data for the goods/services to be procured 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.

[Instructions for completing the Bid Data Sheet are provided, as needed, in the notes italics mentioned for the relevant ITB Clauses.]

Introduction				
ITB 1.1		Name of contract: Purchase of Complete Solution Of Printing with Two Printers and 200,000 Pre Printed PVC Card (Both Side) on Turnkey Basis at PM&DC Islamabad Head Office.		
S.No	Description	Qty (No)	Delivery location (PM&DC HQ Islamabad)	Bid Security (Pak Rs 500,000/-.)
1.	As mentioned in Specification Details	As per Specification Details	As per above	Rs. 500,000

ITB 5.1	The Employer's address is: The Chairman, Purchase Committee/Tender Opening & Evaluation Committee (TO&EC) PM&DC, Mauve Area, G-10/4 Islamabad Tel #. 051-9190000
ITB 6.1	Language of the bid. English

Bid Price and Currency

ITB 9.2	The price quoted shall be (a). In Pak Rupees. (b). Delivery Duty Paid (DDP) including all taxes, duties, future price adjustments, surcharges etc and incidental costs.
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Service Provider

Preparation and Submission of Bids

ITB 11.2	<p>Mandatory Requirements: Company must furnish following information / documents along-with Technical Proposal failing which the bid shall be rejected without further evaluation: -</p> <ol style="list-style-type: none"> a. Copy of NTN certificate b. Copy of GST certificate. c. The Bidder / JV Partner must be the OEM authorized dealer. d. Affidavit on legal paper that the firm has not been black listed by any Government / Semi /Autonomous Government organization. e. The Bidder should furnish documentary evidence (client's certificate) in support of the satisfactory operation of the service under at least (02) two contracts combined during the last 10 years. f. On site demo in Pakistan must be arrange by the Bidder on the request of procuring agency during the time of bid evaluation.
ITB 12.1	Amount of bid security is Rs. 500,000/-
ITB 12.3	Bid Security shall be in form of Pay Order/Demand Draft/CDR.
ITB 13.1	Bid validity period: Ninety (90) days after the Bid Opening.
ITB 16.1	Deadline for bid submission is 20th July, 2026 at 10:30 am Hours.
ITB 18.1	Time, date, & place for bid opening 11:00 am on same day at PM&DC, Mauve Area, Sector G-10/4, Islamabad through EPADS.



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Bid Evaluation

ITB 21.2
ITB 23.1

Criteria for Bid evaluation:

Total Marks: 100

Minimum Passing Score for Shortlisting: 70% (70/100)

1. Company Profile & Experience (25 Marks)

Criteria	Marks	Marking Basis
Years of Experience	10	- 10+ years = 10 marks - 7-9 years = 5 marks - 5-6 years = 3 marks - Less than 5 years = 0 marks
Similar nature of Projects (Govt./Semi Govt./Private)	10	- 10+ projects = 10 marks - 7-9 projects = 5 marks - 5-6 projects = 3 marks - Less than 5 = 0 marks
Financial Stability (Bank Statement/ Audit Reports)	5	- Annual revenue > PKR 200 million = 5 marks - PKR 100-199 million = 4 marks - PKR 50-99 million = 3 marks - Below PKR 50 million = 0 marks

2. Technical Compliance & Solution Fit (75 Marks)

Criteria	Marks	Marking Basis
2.1 Compliance with Scope of Work (10 Marks) compliance with the complete turnkey requirements, including supply, installation, configuration, training, testing, and commissioning of PVC card printers along with software, drivers, and consumables	10	Compliance accordance with the advertised technical specification.
Criteria	Marks	
Complete turnkey supply (printers, software, consumables)	4	
Installation, configuration & calibration	3	
Training, testing & commissioning	3	
Total	10	
2.2 PVC Card Specifications Compliance (10 Marks)	10	Compliance accordance with the advertised technical specification.
Marks		
Standard size (85.5 mm x 54.0 mm x 0.76 mm)	4	
Full-color (CMYK/YMCKO) and monochrome printing	3	
Card finish (glossy/matte), scratch & fade resistance with lamination	2	
Optional security features (hologram, QR/barcode, mag stripe etc)	1	
2.3 Printer Technical Specifications (10 Marks)	10	Compliance accordance with the advertised technical specification along with sample card
Marks		
Print technology (Direct-to-Card dye sublimation & thermal	2	

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transfer)			
Print resolution (300 dpi minimum / 600 dpi preferred)	2		
Printing speed ≥200 cards/hour color(Dual Side)	3		
Hopper capacity (input hopper ≥100 cards/output output hopper ≥50 cards,)	2		
Connectivity (USB & Ethernet)	1		
2.4 Software Capabilities Card Design (10 Marks))			
Criteria	Marks	10	Compliance accordance with the advertised technical specification..
Card designing (text, photos, logos)	3		
Batch printing & database/System integration	3		
Barcode / QR code printing	2		
Valid licensed software (non-trial)	2		
Total	10		
2.5 Security and Consumable accessories		5	Compliance accordance with the advertised technical specification..
Criteria	Marks		
Starter consumables (ribbons, cards, cleaning kits)	2		
Local availability & continuity of consumables	1		
Password-protected printing & Magnetic stripe, /Lockable card feeder and ribbon cartridge	2		
Total	5		
2.6 Certification Required		10	Must Provide
Manufacturer Authorized Certificate (MAC) by OEM			

2.7 User Training (05 Marks)

Criteria	Marks	Marking Basis
Both User and Administrator levels, along with the provision of complete operational, technical, and administrative manuals, as an integral part of the Turnkey PVC Card Printing Solution.	5	One Time on Site Training for Users.



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2.8 Team Qualifications & Strength (5 Marks)

Criteria	Marks	Marking Basis
Team Qualification and Strength	5	- Large team (15+ members) = 5 marks - Medium team (10-14 members) = 3 marks - Small team (5-9 members) = 2 marks - < 5 members = 0 marks In terms of Certified Printer Engineers, Software/Card design specialist, PVC Printer Technicians etc.

2.9 Maintenance Support & Warranty for 3 years (10 Marks)

Criteria	Marks	Marking Basis
Support and Warranty Period comprehensive warranty and Technical Support(O&M) for 3 years required	10	- 3 years local support = 5 marks - < 3 year = 0 marks

NOTE:

1. Qualification Marks for Technical bid opening are 70% out of 100 marks.
2. Contract shall be awarded to the bidder whose bid is responsive and is determined as the best evaluated bid
3. In case of JV one of the JV Firm must meet the criteria.
4. Bidder must be OEM authorized dealer
5. Integration with the current PM&DC system must be the responsibility of the bidder
6. Provisioning of local support and maintenance for the contract period
7. At the conclusion of the three-year contract period, the installed complete Turnkey PVC Card Printer setup shall become the property of PM&DC. Bidders are required to quote their prices accordingly, taking this ownership transfer into consideration.



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Section V
Special Conditions of Contract



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Service Provider

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

(a)—The Employer's is: PM&DC, Islamabad.

(b)—The Employer's country is: Islamic Republic of Pakistan

(c)—The Project Site is: Islamabad

2. Country of Origin

NA

3. Performance Security

The supplier shall be required to provide performance security at the rate of 10% of the bid amount. This performance security remains valid till twelve months from the date of contract and shall be renewed on yearly basis as and when the contracts are renewed. The standard form of performance security acceptable to the Employer shall be in the form of an unconditional bank guarantee from a scheduled bank, or other cashable banking instrument including DDR/CDR valid for the period of the contract.

4. Delivery and Documents.

Delivery Duty Paid (DDP) terms.

Upon performance of service, the supplier shall notify the Employer's the full details of the service, including Contract number, description of services, quantity etc. The Supplier shall provide the following documents to the Employer's: -

- (i) Copies of Supplier's invoices showing service description, quantity, unit price and total amount.
- (ii) Delivery Reports of correspondence made during the period which for invoice has been generated.

5. Insurance

NA

6. Payment

Method and conditions of payment to be made to the Supplier under Section IV Schedule of Requirements and Service levels.



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7.

Prices

Prices shall be fixed from date of award of contract.

8.

Liquidated Damages

Liquidated Damages amounting to 1% of the invoice amount shall be deducted from in case more than 5% of the dispatched envelopes billed in the invoice are delivered beyond the time limit specified in the Schedule of Requirements.

Liquidated Damages amounting to 2% of the invoice amount shall be deducted from in case more than 10% of the dispatched envelopes billed in the invoice are delivered beyond the time limit specified in the Schedule of Requirements.

9.

Resolution of Disputes

The dispute resolution mechanism to be applied pursuant to GCC Clause shall be as follows: In the case of a dispute between the Employer's and the supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Employer's country.

10.

Governing Language

The Governing Language shall be: English

11.

Applicable Law

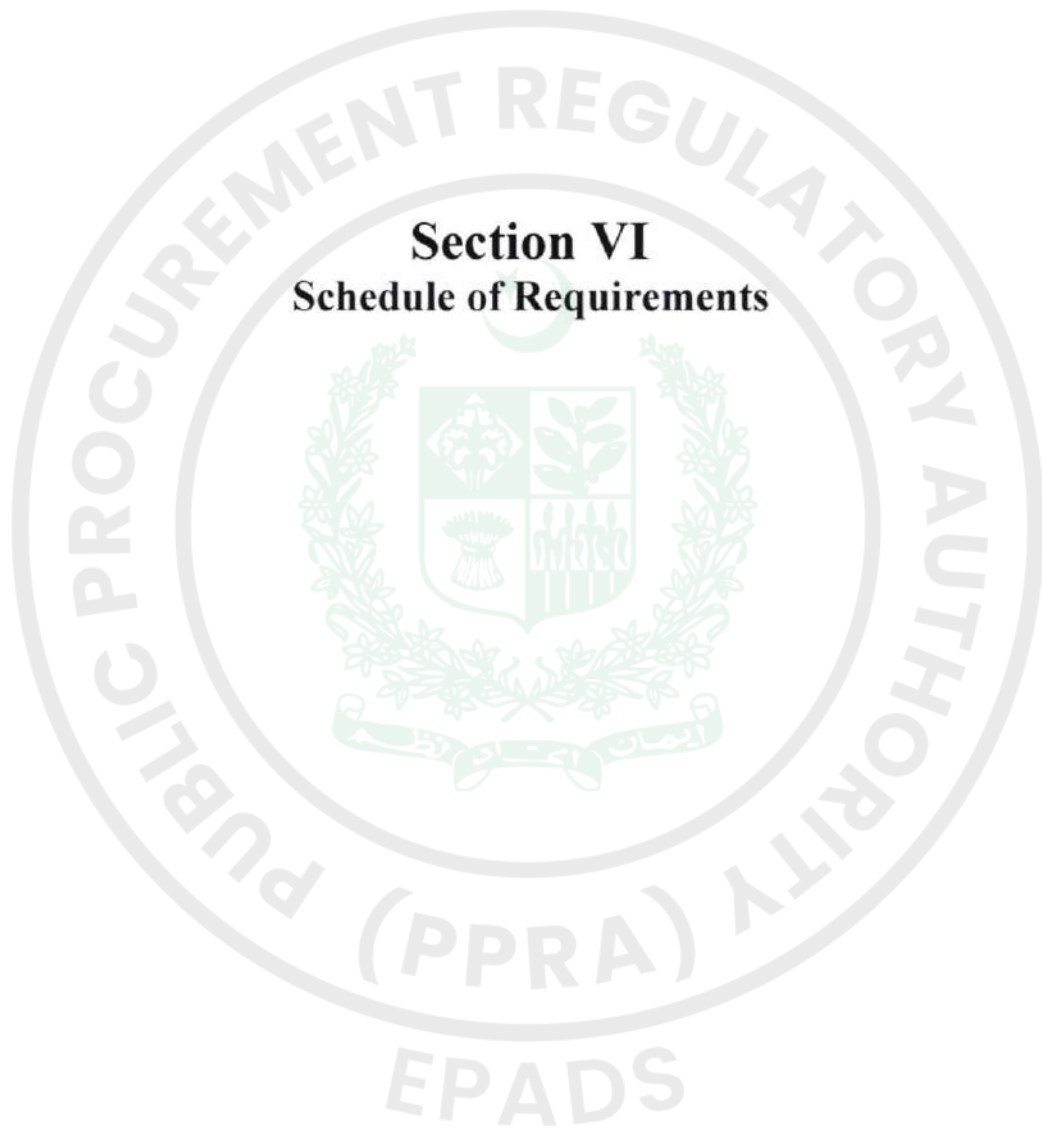
The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.

12.

Notices

Employer's address for notice purposes: Registrar, PM&DC, Islamabad.





Section VI
Schedule of Requirements



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Schedule of Requirements and service levels

S #	Description	Service/ Maintenance and support	Special Instruction
1	Purchase Of Complete Solution Of PVC Card Printing (with two printers on Turnkey Basis) approximately Pre Printed 200,000) (Two hundred thousand On At PM&DC Islamabad Head Office.	The selected Bidder shall provide a warranty/support of three year from the date of acceptance against all defects/malfunctions in the machine free of charge.	<ol style="list-style-type: none"> 1. PM&DC through its PO can demand quantity of cards. 2. PM&DC can issue PO immediately after the award of contract not later than 1 month and minimum quantity of 100,000 cards in first PO and subsequently remaining will be purchased by PM&DC from Bidder as per requirement initiated by PM&DC. 3. Payment will be made after competition and verification of Each PO.

PVC Card Printers (Quantity 2)	
Card Productivity	≥ 200 cards Printing per Hour (Dual Side)
Quality Standards	Direct-to-card Dye-Sublimation & Thermal Transfer, 300 dpi min, full-color & monochrome, (600 dpi preferred for high-definition images) single and dual-sided printing, magnetic stripe (HiCo & LoCo), (input hopper ≥100 cards, output hopper ≥50 cards,
Supported OS	Win 7, Win 8, Win10, Window 11, Windows Server 08/16/22 or higher
PVC Cards	Standard PVC 85.5 × 54 × 0.76 mm, glossy/matte, scratch & fade resistant
Ribbon / Consumable Kits	Color and monochrome ribbons compatible with printers,
Card Design & Management Software	License for designing cards with photo, text, logos, barcodes/QR codes; batch printing; database integration
Encoding / Security Features	Magnetic stripe, password-protected printing, lockable trays
Consumables	Starter ribbons, cleaning kits included etc
Print Capability	Full-color (CMYK or YMCKO) and monochrome printing

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Connectivity	USB 2.0/3.0, Ethernet; Wi-Fi optional
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Pre Printed PVC Cards Technical Specifications (PVC Card dual side Required Quantity 200,000)

Mandatory Requirement Bidder must compliance all the security features mentioned in the technical Specifications of PC Cards are also given below.

Pre-Printed PVC Card	<p>. PVC Card Specifications:</p> <ul style="list-style-type: none"> • Material: High-quality Standard PVC CR80 (85.5 × 54 mm), 0.76 mm thickness (standard CR80) • Size: Standard ID card size (85.5 × 54 mm) • Printing: Full-color (CMYK) and monochrome printing • Finish: Glossy or matte, scratch and fade resistant • Security Features (optional but preferred): <ul style="list-style-type: none"> ○ Holograms ○ Microtext ○ QR code / barcode printing capability ○ Magnetic stripe ○ Both sided lamination • Print area calibration (TrueEdge / edge-to-edge)
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Note:

1. Vendor must ensure and certify that no change in the material substrate is allowed as proposed in the sample cards. Any deviation will lead to the disqualification of the vendor at a later stage. Any modification / change of the substrate/ material will only be allowed with written prior approval
2. Vendor must clearly state the origin of the shipment(s) along with sample provided with the Bid.
3. Noncompliance to the above and adverse results of testing will be subject to the disqualification of the bidder.



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C.I.



Section VII Sample Forms



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1. Bid Form

Date: _____

To: [name and address of Employer's]

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [description of goods and services] in conformity with the said bidding documents for the sum of

[total bid amount in words and figures]

or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

The contract will be awarded based on lowest Bid Evaluated

All factors which may affect should be considered by the bidders while quoting their bids during the currency of contract "No Claim in this regard shall be entertained by the PM&DC"

We undertake, if our Bid is accepted, to deliver the goods/services in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to 10% percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Employer's.

We agree to abide by this Bid for a period of [number] days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency
_____	_____

We understand that you are not bound to accept the lowest or any bid you may receive. Dated this _____ day of _____ 20_____.

[signature] [in the capacity of]

Duly authorized to sign Bid for and on behalf of _____



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2. PRICE SCHEDULE

Description	Fixed Price including all taxes (Rupees)
PER CARD PRINTING COST (INCLUSIVE OF MACHINE & CARDS)	Rs. _____

Name: _____ Signature & Stamp : _____



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3. Contract Agreement

THIS AGREEMENT made the _____ day of _____ 20 ____ between [name of

Employer's] of [country of Employer's] (hereinafter called "the Employer's") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Employer's invited bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Employer's Notification of Award.
3. In consideration of the payments to be made by the Employer's to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Employer's to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Employer's hereby covenants to pay the Supplier in consideration of the provision of the goods and services and 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.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Employer's) Signed,

sealed, delivered by _____ the _____ (for the Supplier)



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4. Performance Security Form

To: *[name of Employer's]*

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 20____ to supply *[description of goods and services]* (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 20_____.

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]



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2. PRICE SCHEDULE

Description	Fixed Price including all taxes (Rupees)
PER CARD PRINTING COST (INCLUSIVE OF MACHINE & CARDS)	Rs. _____

Name: _____

Signature & Stamp : _____



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