

# Pakistan Institute of Development Economics

P.O Box 1091, Islamabad

## PRE-QUALIFICATION/ TENDER NOTICE No. 04/2021-22

The Pakistan Institute of Development Economics (PIDE) is a degree awarding specialized Institution in teaching, research in Economics and related social sciences. The Institute is successfully running Ph.D, M.Phil. and MSc programs in these fields.

Sealed tenders are invited from the reputed firms Islamabad/Rawalpindi and Registered with Sales Tax Department, having National Tax Number (NTN) for the supply of following items:

S. No.	Name of Item(s)	Specification	Quantity
1.	Panaflex	On star media or equivalent	1Sft
2.	Visiting Cards	Art card 310 G, mat lamination, 4color printing or equivalent	500 Nos
3.	Letter head pad A-4 size	Fine paper 100G, 4color printing or equivalent	500 sheets
4.	Name plates	Plastic ,size 12"x4" or equivalent	01 No.
5.	Printy Stamps	Shiny or equivalent brand	01 No.
6.	Rubber Stamp	Plastic , or equivalent	01 No.
7.	Brochures	A-4Size,128G, mat paper (front and back 4 color printing) or equivalent	500 sheets
8.	Brochures	Size 12x18",128 G, mat paper (front and back 4 color printing, Centre fold) or equivalent	500 sheets
9.	Degrees(certIFICATE)	Fine card 115 G, 4color printing on Cream linen card or equivalent	01 No
10.	Certificate Folders	A-4 size orexin material or equivalent dully embossed PIDE LOGO an lettering or equivalent	01 No
11.	Shield	7x5"(Acrylic) or equivalent	01 No
12.	Shield	7x5" or 8x6" (wooden)	01 No
13.	Bank Deposit challan Form	80G offset paper legal size with die perforate & serial numbering duly Gum binding	10 books
14.	Letterhead	80G offset paper 4 color printing (100 sheets packing)	1000 sheets
15.	Standee	Best quality	01 No
16.	Envelope	A-4 size, Offset Paper 100Gram or equivalent duly printing PIDE insignia and text,	1000 Nos.
17.	Envelope	A-4 size, Kraft heavy paper 300Gram or equivalent duly printing PIDE Insignia and text.	1000 Nos.
18.	Envelope	A-3 size, Offset Paper 100 Gram or equivalent duly printing PIDE insignia and text.	1000 Nos.
19.	Envelope	A-3 size, craft paper 300Gram or equivalent duly printing PIDE insignia and text,	1000 Nos.
20.	Envelope	A-3 size, Offset Paper 100 Gram or equivalent, cloth lining duly 3 color printing, PIDE insignia and text.	1000 Nos.
21.	Envelope	A-4 size, Offset Paper 100 Gram or equivalent, cloth lining duly3 color printing PIDE insignia and text.	1000 Nos.
22.	File cover with Clip	270-Gram Bleach card or equivalent, black printing with clip	1000 Nos.
23.	File cover with tag	270-Gram Bleach card or equivalent, black printing with tags	1000 Nos
24.	Envelops	9"x4", 80 Gram offset paper, 3 color printing	4000 Nos
25.	Answer Sheets	80 grams, 24 pages, title black & text blue, size 8.5"x11", Centre pin	01 No.

26.	Membership cards (Library used)	150 gm , Green + Blue	2000 No.
27.	Book Card (Library used)	150gm White + Blue	2000 No.
28.	Student PVC Card	Double side, hard coated, Jackets, Dory(hanger)	01 No.
29.	PDR Printing	Size 7"x10" soft binding. Title: 260 grams Art card, Paper: 80 grams (Imported) Printing: 4 color on title and one color text, Matt Lamination on title, per page rate.	01 No.
30.	Printing of Working Paper	Size: 6.5 X9.5, Title: 260 G Art card Paper: 80 Gram, Imported Printing: 4 color on title and one color text, Matt Lamination on title per page rate	-
31.	Printing of Books	Size 7"x10" soft binding. Title: 260 grams Art card, Paper: 80 grams (Imported) Printing: 4 color on title and one color text, Matt Lamination on title, per page rate.	-
32.	Printing of Flyer	4 color both sides printing on 128G, matt paper	300 Nos.
33.	Printing of P&R	Size A4 centre pin binding. Title: 128 grams Art Paper, Paper: mechanical news, Printing: 4 color on title and 4-color text, per page rate.	1000 Nos.
34.	Printing of Project Reports	Size 7"x10" centre pin binding. Title: 300 grams Art card, Paper: 128 grams matt paper, Printing: 4 color on title and 4-color text, Matt Lamination on title, per page rate.	500 Nos.

Interested firms are required to submit their technical and financial proposals in separate envelopes regarding the supply of above items and pre-qualified the successful bidder for different item's quotations from time to time on need basis.

Bids should reach the Institute by **November 01, 2021** before 10:30 am and shall be opened in the office of the Registrar PIDE same day at 11.00 a.m. in the presence of vendors.

### **Terms and Conditions**

1. The quotations should be sent in a sealed cover duly written on the Envelope "**Quotation for Printing and publication of Different Items**" which will be opened in the presence of the bidders.
2. The rates should be in round figure (in paisas are not acceptable) inclusive of **Taxes**.
3. The vender must have established shop/ Press at Islamabad / Rawalpindi, which will be inspected by the Institute's authorized Officer (if deem necessary).
4. The participating firms will have to give their G.S.T./NTN number and Profile.
5. The successful vender will have to make an agreement with the Institute for a period of one year after acceptance of bid for the above job.
6. The tenderer(s) shall to deposit Rs.10,000/- as an earnest money in the form of Pay Order/Demand Draft only (Cheques are not acceptable) in favor of Pakistan Institute of Development Economics, Islamabad along with quotation.
7. No advance payment shall be made to successful vender and payment shall be released after completion of the supply.
8. The Institute reserves the right to accept or reject any or all the quotations as per PPRA rules.

**(Dr. Nasir Iqbal)**  
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