

LOCAL TENDER

**PRINTING CORPORATION OF PAKISTAN (PVT) LIMITED
KHYABAN-E-SUHRAWARDY, ISLAMABAD PAKISTAN**

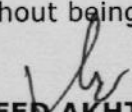
REQUEST FOR PROPOSAL

TENDER NOTICE NO.PCP.1-22/2023-P&D/

PROCUREMENT OF NEW PRINTING MACHINERY (INDUSTRIAL PAPER SHREDDER, PERFECT GUM BINDING MACHINE, TWO HEAD EYELETING MACHINE, ENVELOPE DIE CUTTING MACHINE, ENVELOPE MAKING MACHIE, FORKLIFT TRUCK, FOUR COLOR HEAVY DUTY DIGITAL PRINTING PRESS AND DIGITAL PRODUCTION PRESS (B&W))

Printing Corporation of Pakistan invites sealed Bids under two stage bidding procedure as per Rule 36(d) of Public Procurement Rules, 2004 from the Manufacturers or the Sole Agents and having Income Tax/Sales Tax Registration with FBR for procurement of following machines:-

1. INDUSTRIAL PAPER SHREDDER.
 2. PERFECT GUM BINDING MACHINE.
 3. TWO HEAD EYELETING MACHINE.
 4. ENVELOPE DIE CUTTING MACHINE
 5. ENVELOPE MAKING MACHINE.
 6. FORKLIFT TRUCK.
 7. FOUR COLORS HEAVY DUTY DIGITAL PRINTING PRESS.
 8. DIGITAL PRODUCTION PRESS (B&W).
2. The detail and specifications of the machines/equipment, Terms & Conditions and Technical Evaluation Criteria are available in Tender Documents which can be downloaded from website: www.ppra.org.pk, free of cost.
 3. The bid shall comprise a single package containing two separate envelopes. Each envelop shall contain separately the technical proposal and the financial proposal.
 4. In this connection a pre-bid meeting will be held on **28.09.2023** in the office of Manager, PCP Press, Islamabad (Chairman, Purchase Committee). All interested firms who will purchase Tender Documents are invited to participate in the meeting.
 5. The Bid should reach the undersigned by **2.00 p.m.** on **16.10.2023**.
 6. Technical proposals will be opened on the same day at **2.30 p.m.** in the Conference Room of PCP Head Office, G-7/4, Islamabad in presence of bidders or their authorized representatives who wish to be present. Financial proposal will be retained in custody of PCP without being opened.


(HAMEED AKHTAR)

Deputy Manager (P&D)

Printing Corporation of Pakistan (Pvt) Limited
Khyaban-e-Suhrawardy, Islamabad Pakistan
Phone 051-9252142 Fax 051-9252150

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**Price Rs.5,000/-****PRINTING CORPORATION OF PAKISTAN (PVT) LIMITED
KHYABAN-E-SUHRAWARDY, ISLAMABAD PAKISTAN****Tender Notice No.PCP.1-22/2023-P&D/****Part -A****Instructions to fill Request for Proposal Documents**

1. Bidders shall provide all the required information, which should be legible and without any over-writing.
2. The authorized representatives of bidders shall sign every page of the Request for Proposal Documents.
3. Bidders shall support the information provided by them with the relevant documents where so required by the nature of the information.
4. Bidders shall provide correct, accurate and complete information to qualify for bidding.
5. The information provided by bidders shall be subject to verification wherever considered to be appropriate by PCP. The verification may include but shall not be limited to physical inspection of any site and equipment previously installed or available with the bidder.
6. If PCP finds, at any time, that the information submitted by a bidder concerning his qualification is false and materially inaccurate or incomplete, that bidder shall be disqualified.
7. All bids submitted after the prescribed date and time shall be rejected and returned without being opened.
8. Tender Documents can be obtained from the office of the Manager (P&D), Printing Corporation of Pakistan (Pvt) Limited, Islamabad on payment of **Rs. 5,000/- non-refundable**, on any working day before the date of opening of tender.
9. Bidders shall submit their technical and financial proposals in one package of two separate envelopes, which should reach Manager (P&D), PCP, Islamabad by or before **16.10.2023, at 2.00 p.m.** The proposal will be opened on the same day **at 2.30 p.m** at PCP Head Office, Islamabad in the presence of bidders or their authorized representatives who wish to be present there.

PART-B**Terms and Conditions**

1. The proposal for supply of only new machines/equipment will be entertained.
2. As per Rule-36 (d) of PPRA Rules, 2004, the mode of purchase shall consist of two stage-two envelopes bidding procedure to determine receptiveness to the request for offer and for clarifying and reaching agreement on technical specifications.
3. **First Stage:** The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal.
4. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion.
5. Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened.
6. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the Procuring Agency without being opened.
7. The technical proposal shall be discussed with the bidders with reference to the Procuring Agency's technical requirement.
8. PCP may revise, delete, modify or add any aspect of the technical requirements or evaluation criteria, or it may add new requirements or criteria.
9. Those bidders willing to meet the requirements of the Procuring Agency shall be allowed to revise their technical proposals following these discussions.
10. Bidders not willing to conform their technical proposal to the revised requirements of the Procuring Agency shall be allowed to withdraw their respective bids without forfeiture of their bid security.
11. **At second stage,** after agreement between PCP and the bidders on the technical requirements, bidders who are willing to conform to the revised technical specifications and whose bids have not already been rejected shall submit a revised technical proposal and supplementary financial proposal, according to the technical requirement.
12. The revised technical proposal and original financial proposal along with supplementary financial proposal shall be opened on respective specified time, date and venue announced in advance by the PCP.
13. The bidders, who are willing to conform their technical proposals to the revised technical requirements, will be invited to submit a revised technical proposal along with the financial proposal.
14. The revised technical proposal and financial proposal will be evaluated by the evaluation committee as per technical criteria specified in the tender documents.

