

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


REQUEST FOR PROPOSAL

TENDER NOTICE NO.PCP.1-6/2019-P&D/

PROCUREMENT OF NEW PRINTING MACHINERY (DIGITAL PRINTERS
AND EYELETING MACHINES)

Printing Corporation of Pakistan invites sealed Bids under two stage bidding procedure as per Rule 36(c) 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. SIX COLOR DIGITAL PRODUCTION PRINTER
 2. FOUR COLOR DIGITAL PRINTER
 3. BLACK DIGITAL PRESS
 4. BLACK DIGITAL PRINTER
 5. TWO HEAD EYELETING MACHINE
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2. The detail and specifications of the machines/equipments, 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 technical proposals without price should reach the undersigned by **11.00 a.m. on 23.05.2022.**
 4. Technical proposals will be opened the same day at **11.30 a.m.** in the Conference Room of PCP Head Office, G-7/4, Islamabad in presence of bidders who wish to be present.


(HAMEED AKHTAR)
Deputy Manager (P&D)

Printing Corporation of Pakistan (Pvt) Limited
Khyaban-e-Suhrawardy, Islamabad Pakistan
Phone 051-9252159 Fax 051-9252150

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

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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 proposals in sealed envelopes, which should reach Manager (P&D), PCP Head Office, Islamabad by or before **23.05.2022 at 11.00 a.m.** The proposal will be opened on the same day **at 11.30 a.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 printing machines/equipment will be entertained.
2. As per Rule-36 (c) of PPRA Rules, 2004, the mode of purchase shall consist of two stage bidding procedure.
3. At First Stage, the bidders shall first submit, according to the required specification, a Technical Proposal without price.
4. Technical proposals will be opened in the presence of bidders or their authorized representatives who choose to be present on **23.05.2022 at 11.30 a.m.**
5. The Technical proposals will be evaluated in accordance with the specified evaluation criteria given in the tender documents by the Committee.
6. A pre bid conference will be held with the bidders to discuss any deficiencies and unsatisfactory technical features of the criteria.
7. After pre bid conference, all the bidders will be permitted to revise their respective technical proposals to meet the specified criteria.
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. **At second stage**, 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.
10. The revised technical proposal and financial proposal will be evaluated by the evaluation committee as per technical criteria specified in the tender documents.
11. Total 100 marks are allocated to different aspects of a bidder's profile. Only those bidders who acquire at least 70% marks shall be treated as technically compliant. The bidders acquiring less than 70% marks shall be declared technically non-compliant/non-responsive and their bids shall be rejected.
12. A list of qualified and disqualified bidders will be formulated after necessary scrutiny by the committee.
13. The financial bid found to be the lowest evaluated shall be accepted.
14. The bidders shall certify that they have not been black listed by any agency in Pakistan and any other country of the world. In case of submission of any false information the bidder doing so shall be blacklisted and his name will be displayed on PPRA's Website.
15. PCP shall disqualify a bidder if it finds at any stage that the information submitted concerning qualification of the manufacturer or his sole agent is false, materially inaccurate or incomplete.
16. PCP may black list to a bidder from taking any further part in a procurement proceedings or in future procurement proceedings in case the manufacturer or his sole agent:-
 - i. Forms part of a cartel with a view to discourage fair competition in the bidding process.
 - ii. Has failed to complete his earlier contract in the public sector during the last three years of the initiation of these procurement proceedings.

- iii. Offers or attempts to offer inducement of any sorts to obtain unlawful favours.
17. All the machines/equipments shall be supplied within a maximum **period of 1 month** of the execution of the agreement and shall be installed at the designated points of PCP within maximum period of **05 weeks**.
 18. Warranty period for all kind of Spare Parts and rectification of Electrical/Mechanical faults shall be minimum one year commencing from the date of commissioning.
 19. The successful bidder shall provide training to PCP Press Technical Workers for a minimum **period of 15 days**. The successful bidder shall provide additional technical support for a **period of 03 months after installation** and commissioning of the new printing machines/equipments.
 20. The successful bidder should have Workshop/Technical support staff facility in Pakistan and shall be responsible to provide "After Sale Service Certificate" to ensure repair / maintenance of printing machines/equipments at its Workshop in Pakistan.
 21. The successful bidder shall be liable to pay all taxes and duties as per Government rules and regulations.
 22. Offers which are conditional, ambiguous, without bid security and against the terms and conditions of the tender enquiry i.e. validity and delivery schedule etc. and tenders received after due date and time shall not be entertained.
 23. In case of late delivery, penalty @ **2%** of the quoted price per 15 working days shall be imposed on pro-rata basis on the successful bidder.

Procedure for Submission of Bids

24. All the financial bids must be accompanied with **2%** bid security in the shape of Pay Order or **unconditional bank guarantee** of 'A' rated Pakistani scheduled bank in Pak Rupees in favor of Printing Corporation of Pakistan (Pvt) Limited, Islamabad Pakistan.
25. Two stage bidding procedure will be applied in accordance with Rule 36(c) of Public Procurement Rules, 2004.

Technical proposal:

Technical proposals shall include:

- (i) Tender Form with each page duly signed by the bidder or his authorized representative.
- (ii) Tender Form duly filled in along with all mandatory documents.
- (iii) Bidder's Profile alongwith supporting documents.
- (iv) National tax number (with a copy of the registration).
- (v) Sales tax number (registration copy).
- (vi) Complete booklet, brochures, technical literature (in English language) along with coloured photographs of machinery & equipment being offered.
- (vii) Non submission of mandatory documents shall adversely affect marking in evaluation and may lead to disqualification.

