



# National Bank of Pakistan

STATIONERY & STORES DEPARTMENT  
HEAD OFFICE  
KARACHI

## TENDER NOTICE

Tender # SSD/SD/October, 2015

### TENDER FOR PRINTING & SUPPLY OF SECURITY DOCUMENTS

National Bank of Pakistan, intends to invite sealed Tender for printing and supply of various Security Instruments on "NBP/Printers, Water Marked" security paper.

Pre-qualified Security Printing Presses registered in Sales Tax/ Income Tax Departments (On active tax payers list (ATL) of FBR) having valid/proven "No Objection Certificate" for import of Security Paper, issued by the Security paper Mills OR Ministry of Trade and Commerce, Government of Pakistan can obtain the Tender Documents, consisting upon Bill of Quantity and laid down terms and conditions.

Tender Documents can be obtained from the office of Incharge, Stationery & Stores Department, Mehersons Estate Building, Talpur Road, Karachi against tender fee (Non-Refundable) Rs.1,000/= payable in shape of Payment Order/ Bank Draft in the name of National Bank of Pakistan, Head Office, Karachi on any working day, during office hours (before closing date of the Tender).

Sealed "Envelope" having quoted prices inclusive all taxes levied by the Government of Pakistan, along-with water marked paper sample and 5% earnest money of the Tender value should be dropped in Tender Box on 29.10.2015 up-to 11:00 Hours in the office of the Executive Vice President/ Divisional Head (LS&ED) NBP. Building, 3<sup>rd</sup> floor, Head Office, Karachi.

As per PPRA's Rules the Tender will be opened by the Tender/Purchase Committee on same day i.e. 29.10.2015 at 11:30a.m. in presence of the Participants, who would like to be presented.

For more details, please contact Mr. Sher Muhammad VP/Wing Head, Stationery & Stores Wing, National Bank of Pakistan, Maher Sons Estate Building, Talpur Road, Head Office, Karachi on telephone No.021-32416425, 021-32418657, Fax No.021-32425802, or download from NBP and PPRA's following websites.

**(SHER MUHAMMAD)**  
VP/ WING HEAD (SSW)  
Stationery & Stores Wing,  
Head Office,  
Karachi



**National Bank Of Pakistan**  
**STATIONERY & STORES DEPARTMENT**  
**LS&ED: HEAD OFFICE: KARACHI**

**Tender # SSD/SD/Octover, 2015**

**PRINTING AND SUPPLY VARIOUS SECURITY DOCUMENTS**

**TERMS AND CONDITIONS:**

1. Pre-qualified Security Printers, registered in Sales Tax + Income Tax Departments, (On active tax payers list (ATL) of FBR) having a valid/proven **“No Objection Certificate”** for import of Security Paper (CBSI), issued by the Security Paper Mills OR Ministry of Trade & Commerce, Government of Pakistan can participate in the Tender.
2. Quotations/Rates/Offer must be submitted together-with “water marked” paper sample, duly verified by the Government of Pakistan approved laboratory that the paper will be sensenized against 20 Chemicals, as per requirement of SBP.
3. Rate must be quoted inclusive all Taxes/costs/charges and its must remain valid for 120 days from the date of Tender Opening.
4. Rates once quoted can not be taken back.
5. Rates should also be included of free delivery at in Godown of National Bank of Pakistan at Karachi and all seen/un-seen costs, charges regarding supply of above items.
6. Rates/Offer should be submitted in **“Sealed envelope”** and must be dropped in Tender Box placed in the office of Senior Vice President / Divisional Head, (LS&ED) 3<sup>rd</sup> floor, Head Office, Karachi latest by the given date and time, mentioned in our advertisement.
7. Earnest money of 5% of Tender value in-shape of Pay Order/ Bank Draft in bank’s name must received with the Tender. No Tender will be entertained without earnest money.
8. The Bank reserve the right to Postpone/reject the Tender without assigning the reasons OR accept the Tender either in whole or in-part OR Divide the job amongst more than one party.
9. Supply against order, must be started within 30 days from date of order on approved Security paper, containing required security features.
10. Entire job must be completed within time agreed by the bank, failing which the bank reserve the right to cancel the order at any stage OR impose the suitable penalty on bill(s) OR forfeited the earnest money OR Security Deposit in Bank’s favour.
11. If the firm/printer found/involved indulging in any mall practice would be black listed and the bank reserve the right to claim damages and losses from the defaulter firm.
12. Cutting/Over writing is not allowed, unless/until authenticated under proper seal & signature of the authorized person.
13. At the opening date and time of the Tender authorized representative of the firm can attend the meeting if desired.
14. Supply should strictly be made as per specifications of articles inclusive of all security features already mentioned in “Bill of quantity”, regarding articles and its packing etc.
15. Conditional Tender/offer will not be accepted to bank.

**(SHER MUHAMMAD)**  
**VP/ Wing Head,**  
Stationery & Stores Wing,  
Head Office, Karachi

We thoroughly read/understand  
the above referred Terms and  
Conditions and accepted for compliance.

Signature & Seal of Printer



# National Bank of Pakistan

STATIONERY & STORES DEPARTMENT

HEAD OFFICE,

KARACHI.

## BILL OF QUANTITY

S. No	DESCRIPTION	QTY IN BOOKS	UNIT PRICE	TOTAL AMOUNT
01.	Draft Cancellation Advice Size 5 ½" x 8 ½" to printed on 71 grams white imported paper one side four colour printing duly machine numbered bound in pad 08 OZ straw board on back & craft paper on top	1,000 Pads (100 leave in each pad)		
02.	Cash Remittance (F-369) Size 8 ½" x 12 ½" to be printed on 50 grams white, Pink, Blue and Yellow paper printing paper one side two colour printing duly serially machine numbered bound in pad craft paper on top & 08 OZ straw board on back format & layout as per our specimen	2,000 Pads (50 sets, each set containing 04 different leave)		
03.	Islamic PLS Terms Deposit Certificate Size 3 ¾"x8 ¾" (25 Leaves each book)	1000 Books of 25 leaves each		
		Total: -		
		Earnest Money		
		G. Total: -		

**Note:-**

1. The above noted items (Serial No. 03 ) are required on CBS-1 Security paper, including NBP/Printer's Water Mark, invisible cut Fibres in 02 colours, instant verification with marker. And new design for said Item will be provided by the successful vender for its selection/approval by the bank.
2. All items will be supplied in shape of books/Pads as per our specimens.

Signature & Seal of the  
Firm / Supplier