



National Bank of Pakistan

STATIONERY & STORES DEPARTMENT

HEAD OFFICE KARACHI

TERMS & CONDITIONS

TENDER NO. SSD/STY/02/2014/

TO BE OPENED ON. 16TH DECEMBER 2014

DESCRIPTION

NATIONAL BANK OF PAKISTAN INTENDS TO PURCHASE OF 350,000-ATM CARDS AND POUCHES

1. The Firm (s) / Vendor(s) / Supplier(s) are eligible to participate in the Tender, who have Registered in Income Tax and Sales Tax Department, having valid certificates and Registration number.
2. Complete Quantity Supply of above items must be reached within 30-days (from the date of SSD Order to Tender Awarder Firm, failing which the Bank reserve the right to cancel the Order, imposing the suitable penalty on bill(s) or forfeited the earnest money or Security Deposit in bank's favour or if the Firm found involved indulging in any mall practice would be black listed and the bank will reserve the right to claim damages and losses from the defaulter firm.
3. As per sample approved by the Tender Committee / Technical Team and if delivered Substandard items will be rejected by the Bank at any stage after or during the supply and no claim whatsoever will be entertained.
4. Interested Vendors / Suppliers may collect the bidding documents / RFP from undersigned after submitting the Non-Disclosure Agreement (NDA) valid for 5 years. (Specimen of NDA may be obtained from the undersigned office).
5. The Vendors / Suppliers will be provided atleast 5-10 past ATM Card Contract Awarded information (these information pertaining to Card Contract Awarded by any bank / financial institution, date of supply, name and contact details of client, name of cards and quantity of cards, with card sample etc.).
6. If EMV, Visa and Master Card certified vendors / suppliers (certificate required).
7. ATM Card Material should be imported and the Company Identity should be printed on back side of ATM Card.
8. The Management may have rights to stop all payments of awarded contracts, if enquiry report against the vendor / supplier / firm / company for supply of second quality / non-genuine items which did not matched with the approved sample.
9. Rates once quoted cannot be taken back. The Rates should be inclusive of all Taxes and leaves of the Government of Pakistan.
10. Rates should also be included of Free Delivery at 7th Floor, Card Management Wing Operations Group, NBP Head Office, Karachi, and all seen/un-seen costs, charges regarding supply of above items.
11. Rates / Offer should be submitted in Sealed Envelope and must be dropped in Tender Box placed in the Chamber of Senior Vice President & Divisional Head (LSS&EG) Office, 3rd floor, Head Office, Karachi latest by the given date and time, mentioned in our advertisement.
12. Necessary **Specimen / Samples of items duly Stamped and Signed** must be submitted with the Quotations. None of offer / quotations will be entertained found without Samples / Specimen. At least 100 ATM Cards will be testing on Card Management Wing Machines.
13. All the supplies will be accepted strictly in-accordance with the approved sample(s) of the articles.
14. Supply should be made in proper packing material, divided into countable manner.
15. Valid / Proven Dealership / Reseller-ship / Membership certificate must be required by the Bank for supply of Original / Genuine Office products of original manufacturers issued by the authorized Sole Distributor in Pakistan.
16. Cutting / Over Writing are not allowed, unless / until authenticated under proper Seal & Signature of the Authorized Person.
17. At the Opening Date and Time of the Tender an Authorized Representative of the Firm can attend the Meeting if desired.
18. Supply should strictly be made as per Specification of Articles already mentioned in "Bill of Quantity", regarding articles and its packing etc.
19. Quotations must be valid at least 90-days from the date of its opening.
20. The Bank reserves the right to Accept the Quotations either in whole or in part.
21. **Sample of Items must be reached in Stationery & Stores Department, on or before Tender Opening date.**
22. **The Bank reserves the right to reject any one or all offers before purchase order.**
23. **All offers should accompany a Pay Order equivalent to 5% of Quoted Amount.**
24. **Make and Brand Name of the items quoted should be mentioned along with price offered.**

(SHER MUHAMMAD)

VP & HEAD – SSD

NBP Stationery & Stores Department

HO. Karachi

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

Signature & Seal of Firm/Supplier



National Bank of Pakistan

Stationery & Stores Department
Head Office
Karachi

Bill of Quantity

Date: _____

Sr.#	Product Name	Required Quantity	Brand, Make of Item Quoted & Imported from	Unit Price Excluding GST	Value of GST	Total Price Inclusive of All Taxes
1	ATM Debit Card PVC Italian (with all finished NBP 4 Color Printing)	350,000 Nos.				
2	ATM Card Pouch (with all finished NBP 4 Color Printing)	350,000 Nos.				
Total Amount.....						

ATM CARD SPECIFICATION

S No.	Minimum Specifications Required
1	Imported PVC Italian High Quality Plastic Cards or Equivalent
2	Card Face & Back Side Printing: As per Design and Color, sample card provided by NBP. Printing : Front 4-Color and Back 4-Color
3	Plastic must comply to EMV / Visa / Master Standard for Debit Card Plastic Quality other than Design and Logo Standards.
4	Magnetic Strip Standard: Hi CO, 3-Tracks, 2750 Oersted
5	Signature Panel White Temper Proof
6	Size 2-1/8"x3-3/8" round corner
7	Thickness 0.76mm laminated
8	Card Type High Polished
9	Quality High Polished

ATM CARD POUCH SPECIFICATION

Pouch Material Tyvek HDP 100%	ISO 9001/2000 Quality Management system
Dimensions	3.5" x 2.25" with Thumb cutting
Tear Resistance	Yes
Water Resistance	Yes
Withstand Extreme Temperatures	-70 ⁰ to + 110 ⁰ C
Density	0.38 g/cm ³
Thickness	140 nm
Tear Elmendorf (MD)	4.8 N
Tear Elmendorf (XD)	5 N
Opacity	96%
Printing	4-Color Printing, as per sample of NBP Card Pouch
Antistatic Material Safeguarding Magnetic Strip of the ATM card	Yes
Toxicity	Non-Toxic, No-Irritation to skin / swelling or allergic reaction
Excellent Smooth Surface (Scratch resistivity)	40 dyne/cm
Flexibility	Remarkable Flexibility
Hazardous material	No
Weight	75-gms or Equivalent
Certification	ISO 14001 : 2004

a) 5% Earnest Money of Total Amount _____ in Favour of NBP through Pay Order No. _____, dated _____, Payee Bank Name _____

Authorized Signature & Official Seal



National Bank of Pakistan

**STATIONERY & STORES DEPARTMENT
HEAD OFFICE,
KARACHI.**

TENDER NOTICE

NATIONAL BANK OF PAKISTAN INTENDS TO PURCHASE OF 350,000-ATM CARDS AND POUCHES

Sealed Tenders are invited for supply of ATM Cards as per details mentioned in the Bill of Quantity.

Vendors / Suppliers can obtain the Tender Documents, containing details of items and laid-down Terms and Conditions at Tender Cost of Rs.1,500/- in-shape of Payment Order (Non-refundable) from the office of Incharge, Stationery & Stores Department, Meharsons Estate Building, Talpur Road, Karachi on any working day, during office time.

Sealed Tender completed in all respect, duly Signed and Stamped by the Authorized Person, should be dropped in the Tender Box placed in the office of Senior Vice President & Divisional Head (LSS&ED), 3rd Floor, National Bank of Pakistan, Head Office, Karachi on Tender opening date i.e. - 16th December 2014 upto 11.00 Hours.

Sealed Tender(s) will be opened on same day i.e. 16th December 2014 at 11:30 a.m. by the Tender Purchase Committee.

For more details please contact to the under-signed on following Telephone Numbers 021-32418610, 32416425, 32418657 or Fax No.021-32425802.

**(SHER MUHAMMAD)
VP & HEAD - SSD**