



## INVITATION TO BID DOCUMENT

Title/ Name of required Supplies/ Work:

### Supply of Learning Material & Learning Supplies

The above supplies are required for District Chaghi & Loralai, Balochistan.

**Bid Submission Date & Time:**  
**28<sup>th</sup> February, 2024**  
**at 11:00 a.m.**

**Bid Opening Date & Time:**  
**28<sup>th</sup> February, 2024**  
**at 11:30 a.m.**

**Bid Opening Venue:**



House No. 75-A, Chaman Housing Scheme,  
Airport Road, Quetta  
Tel:+92 81-2864156-9

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



DATE: \_\_\_\_\_

**INVITATION TO BID (ITB)  
FOR SUPPLY OF LEARNING MATERIAL & LEARNING SUPPLIES IN DISTRICT CHAGHI AND  
LORALAI BALOCHISTAN**

<b>Last date &amp; time for issuance of ITB:</b>	Tuesday 27 <sup>th</sup> Feb, 2024 (till 05:00 p.m.)
<b>Last date &amp; time for tender submission:</b>	Wednesday 28 <sup>th</sup> Feb, 2024 (till 11:00 a.m.)
<b>Tender opening date and time:</b>	Wednesday 28 <sup>th</sup> Feb, 2024 (at 11:30 a.m.)
<b>Tender opening venue:</b>	House #. 75-A, Chaman Housing Scheme, Airport Road, Quetta
<b>Tender fee:</b>	<b>No Tender Fee Applies</b>

ITB issued to: \_\_\_\_\_  
(Mention firm/company's name)

Name: \_\_\_\_\_  
(Name of person receiving ITB on behalf of firm)

CNIC No.: \_\_\_\_\_  
(CNIC No. of person receiving ITB on behalf of firm)

**INTRODUCTION OF TARAQEE FOUNDATION**

Taraqee Foundation (TF) is a non-profit organization, working in Pakistan since 1994 with financial assistance from different national and international donors and funding agencies. TF was initially registered under Societies Registration act 1860 but TF afterwards chosed to register with Securities and Exchange Commission of Pakistan (SECP) under Companies Ordinance 1984. TF is also registered with Charities Registration and Regulation Authority (BCRA) and Economic Affairs Division, Govt. of Pakistan.

For more information, please visit TF official website <http://www.taraqee.pk>

**1. GENERAL INFORMATION ABOUT THIS ITB:**

**Taraqee Foundation (TF)** is inviting bids from firms/ manufacturers/ general order suppliers/ contractors/ printers/ distributors duly registered with the Government of Islamic Republic of Pakistan for the **Supply of Learning Material & Learning Supplies** in Chaghi and Loralai under **CARE International** funded project titled, "Improving Equitable Access and Quality of Education for Afghan Refugees and Vulnerable Host Communities in Pakistan".

**IMPORTANT:**

Exact technical specifications for the required supplies are detailed in **Annex-A (Price Proposal and Bill of Quantities)** of this document.

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



## 2. BIDDING DOCUMENTS

The following annexes form an integral part of this Invitation to Bid document:

<b>Annex-A:</b>	<b>Price Proposal/ Bill of Quantities</b> for Supply of Learning Material & Learning Supplies;
<b>Annex-B:</b>	Vendor's General Information;
<b>Annex-C:</b>	Evaluation Criteria Sheet;
<b>Annex-D:</b>	Delivery Plan

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## BIDDING INFORMATION

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### 1. QUERIES:

Bidders are required to submit all their **queries** in respect of this Invitation to Bid (ITB) by e-mail to [taragee@taragee.pk](mailto:taragee@taragee.pk) latest by **Monday 26<sup>th</sup> Feb, 2024 till 05:00 p.m.** TF will ensure its response latest by **Tuesday 27<sup>th</sup> Feb, 2024 till 05:00 p.m.** against the received queries. TF may, at its own discretion, copy any reply to a particular question to all other invited bidders. For instant response, the bidders can contact TF on phone #. **081-2864156-9** during **Monday 19<sup>th</sup> Feb, 2024 to Tuesday 27<sup>th</sup> Feb, 2024 (09:00 a.m. to 05:00 p.m.)**

### 2. YOUR OFFER:

Please submit your offer using the submission templates provided in this ITB (**Annex-A**). It should confirm to the following requirements and contain all information required. The offers not conforming to the requested format will not be taken into consideration for evaluation. Your offer should clearly include the following information:

#### **Past Experience and Certifications:**

Firms/ manufacturers/ general order suppliers/ contractors/ printers/ distributors having at least three (03) years relevant experience in dealing similar nature of work and having valid Sales Tax & Income Tax registration are eligible to participate. In case of any dispute regarding firm/ business establishment date, the date mentioned on Income Tax/ GST registration certificate shall be considered as correct and final.

**UNIT COST: DAP– (Delivered at place): All the supplies will be delivered at TF Field Offices at Chaghi and Loralai, Balochistan.** Detail of delivery points with delivery plan is given below (Please refer Clause 10 below).

#### **IMPORTANT:**

- Your offer must bear your official letter head, clearly identifying your **company name, legitimate office address(es), focal person name and contact number;**
- Bidders are required to quote all rates (for each item/job/work) without skipping any item in **Annex-A (Price Proposals);**
- Incomplete or partial bids will not be entertained and will be considered non-responsive and will be rejected;
- Escalation of rates under whatsoever circumstances is not allowed after opening the bid;
- Withdrawal or surrender of bid in not allowed after opening the bid;
- Conditional tenders will not be entertained and will be rejected;
- TF reserves the right to reduce or increase the quantity of required items/ supplies without assigning any reason;
- firms/ manufacturers/ general order suppliers/ contractors/ printers/ distributors having no Income Tax registration will be rejected;

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_





- Initially, samples will be called from three (03) bidders scoring highest marks in bid evaluation (Combined, technical and financial). These bidders will be asked for providing samples and bidders will provide the samples for evaluation at no cost on TF within 02-days upon receiving written instructions from TF. Bidder offering best quality will be selected as successful bidder from these three (03) highest scoring bidders. In case, the samples from all three (03) above-mentioned bidders were not found as per required quality or TF satisfaction, samples from the 4<sup>th</sup> bidder and bidders in que will be asked for sample submission and evaluation. Purpose of this exercise will be to ensure purchase of best quality of supplies within the allocated budget

### 3. LEAD TIME:

All the mentioned supplies must be delivered as per required specifications/ instructions on specified locations within **15 Calendar days (Fifteen Calendar days)** after placement of Work Order/ Purchase Order or entering into Contract.

### 4. EARNEST MONEY:

Your offer must be accompanied with **02% earnest money (refundable)** of the total quoted amount in shape of **Call Deposit/ Pay Order or Demand Draft** made out in favor of **Taraqee Foundation**. **Bids received without earnest money will be rejected.** Earnest money received from the successful bidder will remain with TF till successful completion of Work Order/ Purchase Order or the Contract. Earnest money received from unsuccessful bidders will be returned back to bidders after the completion of bidding process. TF will try its best to complete the bidding process at its earliest but any unforeseen event(s) may cause delay in completing bidding process. In this situation, return of Earnst Money to unsuccessful bidders may take time more than expected. TF has the rights to disqualify bidders whose earnest money is found short of the required 02% amount of its submitted proposal.

### 5. COST:

The quoted price must include cost of supplies, labor charges, loading/ unloading charges, transportation till the work site/ delivery point, insurance (if any), and all applicable government taxes.

6. CURRENCY: Your proposal/ bid must be prepared in Pakistani Rupees only.

7. LANGUAGE: Your proposal/ bid must be prepared in English only.

### 8. CLEAR AND LEGIBLE OFFER:

Only those bids/ offers will be considered for evaluation which are absolutely clear, unambiguous and legible. Any unavoidable cutting/ overwriting must be signed and stamped. Use of correction pen/ correcting fluid is not allowed. Use of correction pen/ correcting fluid could cause rejection of the bid/ offer. Any correction which could cause implication in future would not be accepted.

### 9. INSPECTION OF SUPPLIES/ WORK IN PROGRESS:

Inspection of supplies at any time with or without bringing into the knowledge of the vendor is allowed under this ITB. The successful vendor will facilitate TF Project Manager or any other person authorized by TF for the inspection.

Inspection of supplies may be done at vendor's warehouse before dispatches to distribution points or at the delivery points whichever is convenient to TF. In case of rejection of supplies at delivery points, bidder shall be liable for replacing the items as well as collection of rejected items from delivery points with no cost on TF. Payment will only be released after detailed inspection and satisfactory delivery of supplies.

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



**10. DELIVERY POINTS:**

Following are the delivery points for supplies:

1. TF Field Office, Balochi Street near Dalbandeen Railways Station, Dalbandeen, Balochistan.
2. TF Field Office, Bangalow #. 3 / 4 Bukhari Scheme, Quetta Road, Loralai, Balochistan.

**Distribution Plan:**

The said procurement is for **600 School Children (262 Loralai & 338 Chaghi)**. The supplies need to be delivered in both TF Field Offices as per above proportionate i.e. **262 packages at Loralai & 338 packages at Dalbandin/ Chaghi**.

**11. PERFORMANCE SECURITY/ PENALTY:**

Performance Security/ Penalty @ 0.5% of the Purchase Order/ Work Order/ Contract amount per day will be charged for late completion of supply/work and the amount will be deducted from security deposit/ earnest money already submitted to TF. Performance Security/ Penalty can also be deducted from payment to vendor whichever is convenient to TF. Performance Security/ Penalty will be charged up to maximum of fifteen (15) Calendar days thereafter, the Purchase Order/ Work Order/ Contract can be terminated/ cancelled.

**12. BID VALIDITY:**

The bid submitted must remain valid for acceptance for at least **ninety (90) days** from the date of opening the Bid/ Offer.

**13. VENDOR'S GENERAL INFORMATION:**

Bidders are required to complete and submit with their offer the vendor's general information form (**Annex-B**), together with the necessary supporting documents. The bidders are required to submit the following documents with their bids:

- ✓ Copy of Income Tax registration Certificate;
- ✓ Copy of GST registration certificate;
- ✓ Copies of audit reports or tax returns for last 3 years i.e. 2021, 2022 & 2023;
- ✓ Bank statement for the last 06 months;
- ✓ List of past clients/customers;
- ✓ Copies of Purchase Orders (POs)/ Work Orders (WOs) of previously completed goods and/or services contracts;
- ✓ Affidavit on Non-judicial Stamp paper for not being black listed and
- ✓ Any other document further strengthening firm's financial health/ goodwill.

**14. BID EVALUATION**

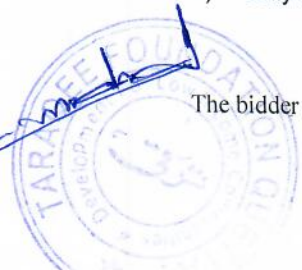
a) The received bids will be **Technically** evaluated **First** on the basis of:

- Firm/ Company's core business;
- Firm/ Company's work experience/ track record;
- Firm/ Company's capacity/ ability to respond quickly to contractual obligations;
- Firm/ Company's financial standing;
- Firm/ Company's registration with concerned Govt. Authorities i.e. Tax Authorities etc.
- Compliance with the required specifications mentioned in ITB (means quality of supplies/ services being offered by the bidder);
- Offered delivery time/ delivery plan
- After sales service etc. (if required, depending upon nature of procurement)

The above evaluations will be carried out based on the Vendor's General Information Form submitted by the bidder along with supporting documents.

b) Only those bids will be **Financially** evaluated that qualify the technical evaluation;

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



**15. SUBMISSION OF BIDS**

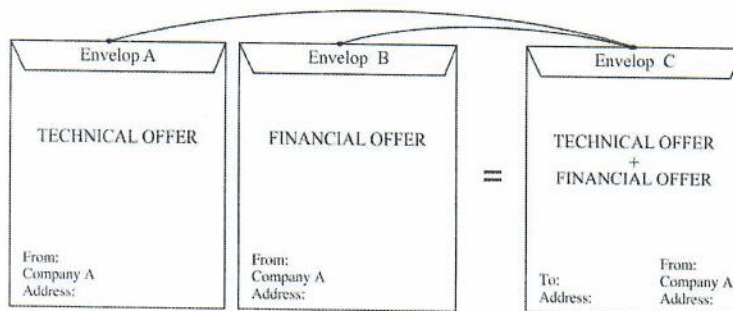
**Bids must be submitted in two (02) separately sealed envelopes as follows:**  
The outer envelope should be marked and addressed as mentioned below.

**a. First sealed envelope containing technical part of the offer having the following documents:**

- i. Duly filled Vendor's General Information Form;
- ii. Copy of valid Income Tax registration certificate;
- iii. Copy of valid GST registration certificate;
- iv. Copies of Audit Reports or Tax Returns (for last three years only i.e. 2021, 2022 & 2023);
- v. Bank Statement for last 06 months;
- vi. POs/ WOs of previously completed contracts/ works;
- vii. Delivery Plan (**Annex-D**);
- viii. Photo copy of 02% security deposit/ earnest money (**Amount in words and figure must be hidden**);
- ix. Affidavit on Non-judicial Stamp paper for not being black listed and
- x. Any other document further strengthening firm's financial health/ goodwill.

**b. (2<sup>nd</sup>) Sealed envelope containing commercial part of the offer having the following documents;**

- I. Duly filled, signed and stamped Price Proposal Forms (**Annex – A**);
- II. Original Security Deposit 02% of quoted amount in shape of Call Deposit/ Pay Order/ Demand Draft.



Both first and second envelopes should be sealed in third envelope having written the details as illustrated above.

**Note:** TF prefers to receive the bids through registered mail i.e. courier/ special mail sent to TF on below-mentioned office address however, bids can also be delivered by hand at TF below-mentioned office address. In both cases, the bids must reach TF Office on below-mentioned address by or before 28<sup>th</sup> February, 2024 (11:00 a.m.) sharp.

**TF Office Address for receiving Bids**

Taraqee Foundation  
House #. 75-A, Chaman Housing  
Scheme, Airport Road, Quetta,  
Balochistan, Pakistan  
Tel: +92 81 2864156-59

**Late Submission of Bids:** Bids received after the deadline for submission of bids and bids transmitted in any other form than those indicated above will not be considered.

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_





**Bid Opening:** Sealed envelope containing **Financial Proposal** will only be opened for evaluation if the firm/ bidder technically qualify.

**16. BID ACCEPTANCE**

TF reserves the right to accept the whole or part of your bid. Please note that **lowest offer/price is not the sole criteria for selection of offer.**

**17. CURRENCY AND PAYMENT TERMS**

Purchase Order/ Work Order/ Contract will be made in Pakistani Rupees (PKR). Payment will be made within fifteen (15) working days after completion of delivery and submission of Goods Receipt Note (GRN) duly signed by TF designated staff. Applicable government taxes at admissible rate shall be deducted at source from the payment made to the selected vendor.

**18. ANNOUNCED PUBLIC HOLIDAY**

In case a public holiday is announced by the Government due to whatsoever reason the tender will be opened the next working day at the same time and venue

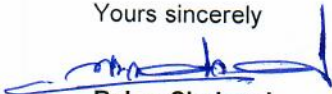
**19. EXTENSION OF DEADLINE FOR SUBMISSION OF BIDS**

TF may, at its own discretion, extend the deadline for the submission of bids/ proposals by notifying all prospective bidders in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by TF at its own initiative or in response to a clarification requested by a prospective bidder extension.

**20. DISPUTE RESOLUTION**

In case of any dispute or disagreement between TF and the vendor, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan and the venue for arbitration will be Quetta.

Yours sincerely



**Babar Shahzad**  
Assistant Manager procurement  
Taraqee Foundation, Quetta.

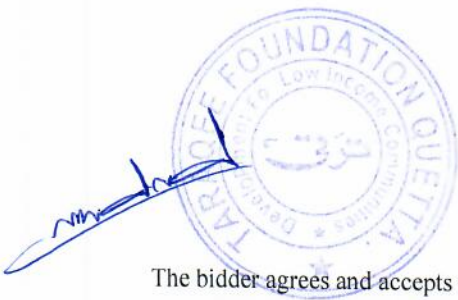


The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_

Annex – A

PRICE PROPOSAL SHEET / BOQ

Note: Price Proposal/ Bill of Quantities is attached at the end of this ITB.



The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



**Annex-B**  
**VENDOR'S GENERAL INFORMATION**

Particulars	Description	Attachments (Annexure Nos.)
Name of the Firm/ Company		
Address: Telephone, Fax & E-mail	Address:  Tele: _____ Fax: _____ e-mail _____	
Year of Establishment (Attach any documentary evidence or furnish a statement on Oath)		
Income Tax registration number		
Sales Tax registration number		
Earnest Money – 2% of total quoted amount in the shape of Pay Order/ Call Deposit/ Demand Draft in favor of TF	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Banker's name and Contact details		
Experience related to Similar Work. (Completed projects). Please indicate name of client and value of project in a separate annex.		
Assignment/ projects in hand. Please indicate name of client and value of project in a separate annex.		
Audit Reports/ Income Tax Returns for the year 2021, 2022 and 2023		
Affidavit: (that the firm has never been blacklisted by private, Govt. Semi Govt. and Autonomous Body)		
Contact Person (Name & Designation)  Date: _____	Name: _____  Designation: _____  _____ Authorized Signature & Stamp	

**Note: Attach all the required documents with proper Annexure for ease of reference.**

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



## Annex-C

### Proposal Evaluation Criteria

#### Technical Evaluation Criteria Procedure:

Technical proposals will be evaluated as per following criteria. **Minimum 35 Marks (50%) are required to qualify technically.**

Firms/ Companies will be evaluated on the basis of:

- Firm/ Company's Experience related to similar assignments/ work **(35 Marks)**;
- Firm/ Company's Delivery Schedule/ Plan **(10 Marks)**;
- Firm/ Company's Financial Standing (Audit Reports or Income Tax Returns for FY 2021, 2022 and 2023) **(12 Marks)** &
- Firm/ Company's Compliances related to this ITB **(13 Marks)**

Firms/ Companies scoring minimum **35 Marks (50%)** will qualify for Financial Bid Evaluation however, Firms/ Companies scoring **Zero marks** under experience related to similar assignments/ work will **Disqualify** for Financial Bid Evaluation.

#### Technical Evaluation Criteria:

Sr. No.	Criteria	Score
1.	<p><b>Experience related to similar assignments/ work:</b></p> <p>1. Bidders are required to attach at least 05 Purchase Orders/ Work Orders (POs/ WOs) having a minimum worth of <b>Rs. 1,000,000-</b> (One Million) each showing relevancy of similar work done.</p> <p>2. Score of <b>07 Marks</b> will be given to bidder for each PO/WO fulfilling the requirement.</p> <p>3. Only <b>05 POs/ WOs</b> fulfilling the requirements will be entertained. In case of more than 05 POs/WOs are submitted, no additional score will be given to the firm.</p> <p>4. Allocated score of <b>07 per PO/WO</b> can be divided into 2 and <b>3.5</b> score will be given to PO/WO having worth of <b>Rs. 500,000-</b> or more but less than 1,000,000. In this case too, only 05 POs/WOs will be entertained.</p>	35
2.	<p><b>Lead Time/ Delivery Plan:</b></p> <p>The required delivery time under this Purchase Agreement/ Contract is <b>Fifteen (15) Calendar Days</b> and the successful bidder will be required to complete the delivery within <b>Fifteen (15) Calendar Days</b> however, delivery in shorter period will be encouraged therefore shortest delivery time quoted by any bidder will become benchmark and the firm quoting the shortest delivery time will get full 10 Marks. For other offered time following formula will be applied:</p> <p style="text-align: center;">Shortest delivery time offered</p> <p>Score = <math>\frac{\text{-----}}{\text{Firms offered time}} \times 10</math></p>	10

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_





<b>3.</b>	<b>Audit Reports/ Income Tax Returns 2021, 2022 and 2023</b>  04 Marks per Audit Report/ Tax Return will be given for provided/ attached Audit Report/ Tax Return.	<b>12</b>
<b>4.</b>	<b>Compliance related to this ITB</b>  Attachments are required:  a) Bank statements for last 6 months (with a balance/ turnover equivalent to bidder's submitted bid/offer) <b>(06 Marks)</b> b) Sales Tax Registration <b>(04 Marks)</b> & c) Firm Profile (Profile of Firm/ manufacturers/ general order supplier/ contractor/ distributor <b>(03 Marks)</b> ).	<b>13</b>
<b>Total</b>		<b>70</b>

### Financial Evaluation Criteria

Financial proposal will be evaluated as per following criteria:

Sr. No.	Criteria	Score
1.	<b>Bid Amount/ Price :</b>  The lowest bid quoted by any bidder will become benchmark and the firm quoting the lowest bid will get full 30 Marks. For ranking other bids, following formula will be applied:  Score = $\frac{\text{Lowest bid offered}}{\text{Firms offered bid}} \times 30$	<b>30</b>

Three (03) bidders scoring highest marks (Combining Technical score and Financial Bid score) will be asked for samples submission and evaluation. Bidder offering best quality will be selected as successful bidder from these three (03) highest scoring bidders.

In case, the samples from all three (03) bidders scoring highest marks were not found as per required quality or TF satisfaction, samples from the 4<sup>th</sup> bidder and bidders in que will be asked for sample submission and evaluation. Purpose of this exercise will be to ensure purchase of best quality of supplies within the allocated budget.

**Note:**

- The **Financial Proposal** must be on template provided in this ITB (**Annex-A**), duly signed and stamped and with all applicable govt. taxes;
- Your bid/ proposal must be inclusive of cost of supplies, freight/ transportation charges till delivery points, labor charges (loading/ unloading) and all applicable taxes and duties payable till final delivery;

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



- Applicable taxes at source will be deducted as per Pakistan Govt. Rule from all payment to supplier, unless a valid tax exemption is provided by the supplier.
- Payment will only be made on submission of invoice in the name of Taraqee Foundation.
- Payment will be made in the name of business mentioned on proposal and invoice.
- Bids received after due date and time will not be entertained.



The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



## Annex-D

Delivery Schedule/ Plan

Sr. No.	Items/ Description	Delivery Schedule/ Plan (in Calendar days)  (Please mention the number of days you have plan to complete this supply/ task. <b>This information must be the same as you have mentioned in Annex-A)</b>
1	Supply of Learning Material & Learning Supplies in Chaghi and Loralai, Balochistan	(Please mention Calendar Days only)

Bidder Signature with business stamp:



The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_

Check List for Submission of Tender Documents

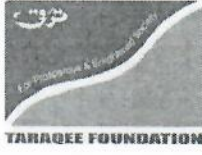
Sr. No.	Required Documents	Status (Yes/ No)
1	Letter/ Participation Request from Firm/ Company on its letterhead.	
2	Earnest Money @ 02% in shape Pay Order/ Call Deposit/ Demand Draft.	
3	Income Tax Certificate	
4	General Sales Tax (GST) Certificate	
5	Audit Reports/ Income Tax Returns <b>(for last 03 years)</b>	
6	Bank Statement <b>(for last 06 months)</b>	
7	POs/ WOs of previously completed works/ contracts with referee's name, contact number and e-mail address.	
8	Annexure –B, duly filled, signed and stamped with all supporting documents	
9	Delivery Plan (in Calendar days)	

**NOTE: TF may conduct physical verification of legitimate business addresses and approach bidder's clients for checking validity of the POs/WOs/Contracts submitted by the firm/ company in response to this Invitation to Bid (ITB). TF reserve the rights to disqualify the bidders who fail to secure satisfactory performance check or exist on any list of sanctioned parties and fail to submit samples within allocated time**



The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_





**INVITATION TO BID DOCUMENT**

**Title/ Name of required Supplies/ Work:**

**Supply of Learning Material & Learning Supplies**

**Annex-A (Financial Proposal)**

The above supplies are required for District Chaghi & Loralai, Balochistan.

**Bid Submission Date & Time:**  
**28<sup>th</sup> February, 2024**  
**at 11:00 a.m.**

**Bid Opening Date & Time:**  
**28<sup>th</sup> February, 2024**  
**at 11:30 a.m.**

**Bid Opening Venue:**



**House No. 75-A, Chaman Housing Scheme,  
Airport Road, Quetta**

**Tel:+92 81-2864156-9**

The bidder agrees and accepts the above mentioned terms and conditions Signature / Stamp: \_\_\_\_\_



PRICE PROPOSAL SHEET / BOQ**Supply of Learning Material & Learning Supplies in Chaghi & Loralai, Balochistan**

Sr. No.	Item/ Material	Description/ Specification	Unit	Quantity	Unit Price (Rs.)	Total Amount (Rs.)
<b>Student Stationery</b>						
1	Flash Cards etc.	Standard Size. English, Urdu, Math with Pictures of Symbol, Carton, Flowers, Eatable and Blank. (Set of 03 Flash Cards)	Set	16		
2	School Bag	For Secondary Classes/ Students. Parachute fabric, Water resistant, Size 16 Inch Height, 11.5 length and 8 inches width. Bag is divided in to Parts/ Portions. One main compartment for books, one front compartment for notebooks & one zippered pocket for stationary, two side mesh pockets for holding water bottle, Zip A+, Double stitching, 2 Pockets, Easy to Wash, Standard Straps for carrying.	No.	600		
3	School Note Books	75 Leaves - 150 Pages, For English, Urdu & Math. Note Book Size: 8.5 x 6.6 Inch.	No.	6000		
4	Register for School Children/ Students	100 Leaves - 200 Pages, Register Size: 10x7 inches.	No.	600		
5	Geometry Box	Standard Size with Mathematical instruments for 6th, 7th Class Students	No.	600		
6	Lead Pencil	Black lead pencil, Break-resistant, Rubber tipped, Pack of 12 pencils, Goldfish or equivalent	Pack	600		
7	Eraser	Standard Size, Good Quality, White color, Soft and dust free.	No.	3600		





PRICE PROPOSAL SHEET / BOQ**Supply of Learning Material & Learning Supplies in Chaghi & Loralai, Balochistan**

		Good Quality, Plastic made	No.	3600	
8	Pencil Sharpener		No.		
9	Scale/ Ruler	Length: 12 inches, Best quality, Plastic made.	No.	1200	
<b>Teacher Stationery</b>					
1	School Attendance Register	Fine quality paper, Standard Size, 50 Pages, Front & back hard card.	No.	16	
2	School Admissions Register	Fine quality paper, Standard Size, 50 Pages, Front & back hard card.	No.	16	
3	Stock Register	Fine quality paper, Standard Size, 30-50 Pages, Front & back hard card.	No.	16	
4	White Board Marker	Erasable, PIANO/Dolor or equivalent.	No.	96	
5	White Board with Stand & Duster.	White Board, Size: 3 x 4 Feet. Stand standard size made of Iron.	No.	16	
6	Punch Machine	Standard size. For Office use. Able to punch 10-20 pages.	No.	16	
7	Plastic Folders/File	For Teachers for carrying manuals etc., Plastic made, Legal Size. File with button.	No.	32	
<b>ALP Material &amp; Supplies</b>					
1	Teaching Lesson Planner	Register type, 260-300 Pages. Fine quality paper, Front and back hard card.	No.	32	
2	Sign Board/white board	Size: 2x1 ½ feet	No.	16	
3	Printing of Life Skill Chart	Standard	No.	16	



PRICE PROPOSAL SHEET / BOQ**Supply of Learning Material & Learning Supplies in Chaghi & Loralai, Balochistan**

4	Water Cooler with Water Drinking Glass	Water Cooler size 19 liters, Water drinking glass plastic.	No.	16	
5	Chair for Teacher	Plastic Chair, Good Quality	No.	16	
6	Table for Teacher	Size: 4 x 2 Feet, Wooden with 02 drawers	No.	16	
<b>Total Rs.</b>					

**SAMPLE VERIFICATION:** Initially, samples will be called from three (03) bidders scoring highest marks in bid evaluation (Combined technical and financial). These bidders will be asked for providing samples and bidders will provide the samples for evaluation at no cost on TF within 02-days upon receiving written instructions from TF. Bidder offering best quality will be selected as successful bidder from these three (03) highest scoring bidders. In case, the samples from all three (03) above-mentioned bidders were not found as per required quality or TF satisfaction, samples from the 4<sup>th</sup> bidder and bidders in que will be asked for sample submission and evaluation. Purpose of this exercise will be to ensure purchase of best quality of supplies within the allocated budget. As sample verification is part of technical evaluation, in case of failure to submit/ provide samples, bids/offers by the firms/ manufacturers/ general order suppliers/ contractors/ printers/ distributors will not be considered for further evaluation.

**DELIVERY PERIOD:** Delivery period for the above-mentioned supply is **15 Calendar days**. Firms/ manufacturers/ general order suppliers/ contractors/ printers/ distributors will be required to provide in writing on firm official letterhead that the firm agrees to deliver the above-mentioned supply within **15 Calendar days** after receiving Purchase Order.

Name of Bidder: \_\_\_\_\_ (Firm/ manufacturer/ general order supplier/ contractor/ distributor name)

Authorized Signatures: \_\_\_\_\_ (Owner/ Representatives/ Focal Person for this ITB)

Date: \_\_\_\_\_

Official Stamp \_\_\_\_\_



**NOTE: Bidder is required to sign and stamp all 03 pages of Price Proposal.**