



Board of Intermediate Education

Bakhtiar Youth Center, North Nazimabad,
Karachi - 74700

No. BIE/AG/L&N/1768/2026

Dated: 1.4.26

NOTICE INVITING TENDERS

Bids invited through E-Pak Acquisition and Disposal System (EPADS) from reputed / established firms / suppliers / contractors, registered with concerned Tax authorities for supply of following goods

S#	Tender Title	Cost of Bidding Document	Deadline for Issuance of Bidding Documents	Deadline for submission	Opening of Bid	Method of Procurement	Bid Security
01	Tender for Printing & Supply of Blank Marksheet Part-I & Practical Scripts	Rs.3,000/-	09.04.2026 10:00AM TO 23.04.2026 12:00 NOON	23.04.2026 at 02.30 PM	23.04.2026 at 03:00 PM	NCB Single Stage One Envelope	3% of the Estimated Cost

The interested bidders can obtain/download bidding documents containing terms & conditions from <https://portalsindh.eprocure.gov.pk/#/> or www.biek.edu.pk and the Tender Documents fee @Rs.3,000/= (Non-refundable) must be submitted in shape of pay order in favor of Secretary, Board of Intermediate Education, Karachi on any working day as per schedule mentioned above.

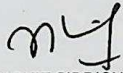
The preparation of bids must in accordance with the instructions in the bidding documents and the bids must be submitted through EPADS on or before deadline as per schedule mentioned above. The original Bids along with Bid Security must be submitted in Procurement Wing, Administration General Section, Old Building, 1st Floor, Room No 31 before online submission deadline of the Bids Only those bids will be entertained which are submitted through EPADS.

All interest bidders must register themselves At EPADS at:
<https://sindh.eprocure.gov.pk/#/supplier/registration>

In case of unexpected announcement of holiday, unforeseen situation, climate changing & disaster in city, the tender will be opened on next working day on the same venue & time as mentioned above.

The Bid Security in shape of pay order in favor of the Secretary, Board of Intermediate Education Karachi along with the Original Bid (duly signed and stamped) must be delivered to BIE, Karachi on above mentioned address before bid opening schedule

The Procuring Agency may reject all or any bid subject to the relevant provision of SPPRA rules


(MUHAMMAD KASHIF SIDDIQUE)
Secretary

Copy to:

1. P.S. to Chairman
2. P.A. to Secretary
3. Guard File

**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**



**STANDARD BIDDING DOCUMENTS
FOR
NATIONAL COMPETITIVE BIDDING**

SINGLE STAGE
ONE ENVELOPE PROCEDURE

**PRINTING & SUPPLY OF BLANK
MARKSHEET PART-I &
PRACTICAL SCRIPTS**

IN RESPECT OF THE
BIE/AG/L&N/1768/2026
Dated: 01/04/2026

- Instructions to Bidders
- General Conditions of Contract



BOARD OF INTERMEDIATE EDUCATION, KARACHI

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The Procuring Agency may reject all or any bid subject to the relevant provision of SPPRA rules.



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INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS OF CONTRACT:

The Instructions to Bidders and General Conditions of Contract applied in this Contract shall be the same as per Standard Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from SPPRA's website <https://portalsindh.eprocure.gov.pk/#/>. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

BID DATA SHEET

INTRODUCTION	
Name of Contract	PRINTING & SUPPLY OF BLANK MARKSHEET PART-I & PRACTICAL SCRIPTS
Name of Procuring Agency	Board of Intermediate Education, Karachi
Procuring Agency's Address, Telephone, Telex and Facsimile Numbers	Board of Intermediate Education, Bakhtiyari Youth Center North Nazimabad Tel: 99260211, 99260212, 99260213
Language of the Bid	English or Urdu

BIID PRICE AND CURRENCY
The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
During the entire period of bid validity, the price shall be fixed and the bidder will have to supply the required items as per specifications and quoted rates.

PREPARATION AND SUBMISSION OF BIDS	
Eligibility Criteria & Qualification Requirements	<ul style="list-style-type: none">03 years' experience in the relevant field (Client List with contact information must be attached)The bidder must have a minimum turnover of Rs.7 Million in any one of the last three (03) financial years. Documentary evidence in the form of Bank Statements or Financial Statements duly verified by a Chartered Accountant firm for the last three (03) years must be provided.Minimum 03 work orders of similar nature from any Government / Semi-Government / Autonomous Bodies & reputed organization in last three years, cumulatively amounting to Rs.5 Million. (Copies of Completion Certificates must be attached with work orders).Registration with Federal Board of Revenue (FBR), for Income Tax, Sales Tax and SRB in case of procurement of goods/services.Submission of samples of quoted items along with bidding documents is mandatory, bids submitted without samples shall be treated as "Non-Responsive". Samples must be stamped & signed by the bidder.An affidavit (undertaking) that the firm has never been blacklisted must be submitted in shape of hardcopy as per given specimen in bidding documents.
Amount of Bid Security (Refundable)	Bid Security equivalent to 3% (three percent) of the estimated cost shall be submitted in shape of a Pay Order in favor of the Secretary, Board of Intermediate Education, Karachi . The Bid Security must remain valid for at least 28 days beyond the bid validity period.
Estimated Cost	06.90 Million (Rupees Sixty Nine Lac Only)
Bid Validity Period	90 days from the date of opening of Tender.



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Address for Bid Submission	The office of the (Procurement Wing), Administration General Section Old Building, 1 st Floor, Room No.31, Board of Intermediate Education, Karachi.
IFB Title and Number	Title: PRINTING & SUPPLY OF BLANK MARKSHEET PART-I & PRACTICAL SCRIPTS IFB No: BIE/AG/L&N/1768/2026 DATED: 01-04-2026
Deadline for issuance of Bidding Documents	FROM 09-04-2026 to 23-04-2026 12:00 NOON
Date of opening of Bid	Bids duly stamped on each document must be submitted electronically through EPADS and original bids in separate sealed cover along with bid security with Financial Proposal must be submitted on or before 23/04/2026 up to 02:30 P.M in the office of the Administration General Section Old Building, 1 st Floor, Room NO.31, Board of Intermediate Education, Karachi, and bid will be opened on the same day at 03:00 P.M in the presence of bidder's representatives who wish to attend.
Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least 30 DAYS after issuance of Work Order which may be increased or decreased as per SPPRA Rules.



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GENERAL CONDITIONS

Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Bid Security.

Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security or specimen/samples shall be rejected.

Bids not submitted on Standard Bidding documents issued by the procuring agency shall be rejected or treated as "Non Responsive".

Prior to submission of bids, the bidders may obtain further information from the office of Procurement Wing, Administration General Section Old Building, 1st Floor, Room No.31 and completely satisfy themselves about the required items for which they are bidding for.

An interested bidder, who has obtained bidding documents, may submit request for clarification of contents of the bidding document on EPADS at least five calendar days prior to the date of opening of bid.

The bidders shall submit only one rate for every item. Dual rates or alternate bid is strictly restricted / prohibited. In case a bidder has quoted more than one rate for a single item, its bid shall be rejected.

The quoted rates shall be inclusive with all involved operations such as Composing, Calligraphy, Folding, Gathering, Pad-making, Hole Punching, Perforation, Numbering, Wire Stitching etc, and all Taxes, Transportation, Material and Labour charges involved therein i.e. complete in all respects.

Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.

The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Contract.



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SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS

1)	The Procuring agency is:	Board of Intermediate Education, Karachi.
2)	The Procuring agency's country is:	Islamic Republic of Pakistan.

2. PERFORMANCE SECURITY

1)	The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price which should be submitted in shape of Pay Order in the name of the <i>Secretary, Board of Intermediate Education Karachi.</i>
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3. RESOLUTION OF DISPUTES

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

4. GOVERNING LANGUAGE

1)	The Governing Language shall be:	English.
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5. NOTICES

Procuring agency's address for notice purposes:

Office of the Procurement Wing of Administration General Section, Old Building, 1st Floor, Room No.31, Board of Intermediate Education, Karachi.

6. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. Rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. Liquidity damages shall be imposed as per SPPRA Rules.

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award.
- b) In case of transgression, deviation, mistake or low quality found in the supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material or complete the job in time or in the required criteria.



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7. **SUBJECT TO RELEVANT SPPRA RULES, THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:**
- Divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation.
 - Accept or reject all or any bid.
 - "BIEK" may terminate this agreement if the job is not executed according to the requirement at any time after issuing a 15 days' notice.
8. **SPECIAL CLAUSE (TERMS & CONDITIONS)**
- Under following conditions bid will be rejected:-
 - Conditional and telegraphic bids/tenders
 - Bids not accompanied by Bid Security of required amount and form
 - Bids received after specified date and time
 - Bids of Blacklisted firms
 - Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Bid Security.
 - Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security and original challan shall be rejected.
 - Prior to submission of bids, the bidders may obtain further information and completely satisfy themselves about the required items for which they are bidding for.
 - An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document through EPADS, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid.
 - The offered products should be prime quality products. Cheap products of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.
 - Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.
 - The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Procurement Contract subject to compatibility/suitability of the item(s).
 - The bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the bidder.
 - The Contract Award may be assigned at any time during the period of bid validity.
- Performance Security:**
- The amount of performance security is 10% of the Contract Price.
 - After delivery and acceptance of the goods, the performance security shall be released as per SPPRA Rules.



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- l) The amount of Performance Security is in addition to the amount of Bid Security which should be deposited by the successful bidder(s). Bid Security shall remain valid for a period of 28 days beyond the validity period for bids, whereas Performance Security shall be released ninety days beyond the date of completion of contract to cover defects liability period subject to final acceptance by the procuring agency in accordance with SPPRA Rules.
- m) Before start of final printing the Supplier should get the specimen and final proof approved by the Concerned Officer(s), within one week of acknowledgement of the Award of Contract.
- n) Placement of Contract Award will be subject to payment of Performance Security.
- o) The material shall be delivered to Examination Store, through the concerned Officers as the case may be, against delivery challan in triplicate along with samples of material in duplicate. Two copies of the bills and challan shall be retained by the Storekeeper while the third copy shall be returned to the supplier for his own record.
- p) The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least **Thirty (30) DAYS** after issuance of Work Order which may be increased or decreased due to demand of time/situation.
- q) SPPRA Rules-2010 (Amended) shall strictly be followed.
- r) **The Payment** shall be subject to deduction of Income Tax / Sales Tax / GST / SRB as per Govt. rules. The Satisfactory report of concerned officer, Completion Certificate and production of delivery challans as being delivered the items.
- s) **Stamp Duty @ 0.35%** of the cost of transaction / Work order will be deposited in Government treasury by the SUPPLIER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- t) The validity of the contract will be effective from the date of issue of Purchase Order.



TECHNICAL SPECIFICATIONS & FINANCIAL PROPOSAL
PRINTING & SUPPLY OF BLANK MARKSHEET PART-I &
PRACTICAL SCRIPTS

Article No.	Name of Article	Technical Specifications	QTY.	Unit Price (With all Govt. Taxes)	Total Price
1	BLANK MARKSHEET PART-I	Printing & supply of Statement of Marks in the A4 size on Paper 100 gram imported & offset printing in reverse order for ground printing & matter in black color & ultra violet Board logo visible only ultra violet light. (one side) (as Per Specimen)	200,000		
2	'P' Answer Scripts (8 Pages)	Answer Scripts Printing of Answer scripts on white printing paper 55 grams Brightness 70% Burst Factor 10, Tear factor (CD-35 MD-40) containing 08 pages – un-trimmed size 9"X11½". Trimmed size 8.6" X 10.7" which should not be ink smudged. The monogram (as per specimen) will appear on each page in back ground. Printing and rolling in black color & over-locked stitched 1 page of front with serial No. with automatic numbering machine, each bundle containing 200 copies (as per specimen).	370,000		



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CONTRACT AGREEMENT

Tender Title: Printing & Supply of Blank Marksheet Part-I & Practical Scripts

This AGREEMENT is executed at KARACHI, on this day _____ 2026.

BETWEEN

M/s. Board of Intermediate Education, Karachi, through its Secretary, hereinafter called and referred to as "BIEK" (when expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the FIRST PART.

AND

M/s. _____, having its office at _____, Karachi, hereinafter referred to as "Supplier" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successors and assigns), through its Managing Partner Mr. _____, holding CNIC No. _____ on the SECOND PART.

WHEREAS "BIEK" intends to obtain Blank Marksheet & Practical Scripts "THE SUPPLIER" has offered to provide Blank Marksheet & Practical Scripts as per Technical Specification mentioned in bidding documents and handing over the material to the "BIEK" having accepted the offer.

"BIEK" hereby offer to appoint "THE SUPPLIER" as their official supplier for the supply of Blank Marksheet Part-I & Practical Scripts in respect with the Terms & Conditions of the Bidding documents. "THE SUPPLIER" hereby agrees to the offer of the "BIEK" in acceptance of the terms & conditions here in below forth.

ARTICLE -I

DUTIES & SCOPE OF SUPPLIES & AGREEMENT

1.1 requirement mentioned in Tender BOQ.

Article No.	Name of Article	Technical Specifications	QTY.	Unit Price (With all Govt. Taxes)	Total Price

1.2 "SUPPLIER" agrees to provide required material to "BIEK" whenever and wherever form is required as per the terms & conditions of this Agreement.

1.3 "SUPPLIER" will coordinate with Superintendent, Procurement Wing of Administration General Section of the "BIEK" who will assist "SUPPLIER" in supervision of proposed work / supply.

1.4 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.

1.5 All logistic charges will be borne by "THE SUPPLIER"



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ARTICLE-II

SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE SUPPLIER" hereby agrees and acknowledges for the periodic supervision of the work and to check the execution of work in accordance with the Description & Specification.
- 2.2 "THE SUPPLIER" hereby agrees and acknowledges the acceptance of attending the meetings with the Superintendent, Procurement Wing, Administration General Section "BIEK" as & when required.
- 2.3 Delivery period will be 30 days after issuance of work order/purchase order.

ARTICLE-III

REMUNERATION

- 3.1 The cost offered by the Supplier is Rs. _____/= (Rupees _____ Only) (inclusive of all taxes) supply of Blank Marksheet vide tender # BIEK/AG/L&N/1768/2026 variation may occurred. The cost is inclusive of labour/transportation/supplies/etc.
- 3.2 Liquidity damages as per SPPRA Rules.
- 3.3 The Payment shall be subject to deduction of Income / Sales Tax at source, satisfactory report of concerned officer, completion certificate and production of delivery challans as being delivered the stores in full quantity & quality.
- 3.4 Performance Security @ 10% of total amount of Work order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / Work order will be deposited in Government treasury by the SUPPLIER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Tax(es)/ Challan(s) / Levy(ies), if any, on additional will be paid / borne by SUPPLIER as per SRO Notification.

ARTICLE-IV

ARBITRATION

- 4.1 In case of any dispute, difference or and question which may at any time arise between parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to Chairman, BIEK whose decision will be binding on the parties and cannot be challenged in the court of law.

ARTICLE - V

TERMINATION

- 5.1 "BIEK" may terminate this agreement if the job is not executed according to the requirement at any time after issuance a 15 day's notice.

ARTICLE -VI

NOTICE

- 6.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.



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ARTICLE –VII INDEMNITY

- 7.1 "THE SUPPLIER" in its individual capacity shall indemnify and keep BIEK and any person claiming through BIEK fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE SUPPLIER", as a result of any defect in the title of BIEK or any fault, neglect or omission by "THE SUPPLIER" which disturbs or damage the reputation, quality or the standard of services provided by "THE BIEK" and any person claiming through the BIEK.

ARTICLE –VIII MISCELLANEOUS

- 8.1 Any addition & alteration (s) made for item(s) as required by BIEK on the basis of sample or in course of the work in progress which entail extra time & labor and material on part of the supply, shall not be charged separately / extra on 'Quantum Merit' basis before & on final material handed over to the "BIEK". After FINALIZATION OF SAMPLE if any alteration(s), arise charges will be paid on mutually agreed upon.
- 8.2 The terms & conditions of this AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.
- 8.3 The validity of the contract will be effective from the date of issuance of Work Order.
- 8.4 All terms and conditions of tender vide # BIE/AG/ L&N/1768/2026 will be the integral part of this agreement and can't be revoked.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

"Board of Intermediate Education, Karachi"

M/s. _____

NAME: _____

NAME: _____

CNIC# _____

CNIC # _____

Address: _____

Address: _____

Signature: _____

Signature: _____

WITNESS: 1

WITNESS: 2

NAME: _____

NAME: _____

CNIC# _____

CNIC # _____

Address: _____

Address: _____

Signature: _____

Signature: _____



INTEGRITY PACT

Declaration of Charges, Fees, Commission, Taxes, Levies etc payable by the company/firm/agency works;

M/s _____, the supplier hereby declares that:
(a) Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the Board of Intermediate Education Karachi or any administrative or financial offices thereof or any other department under the control of the Board of Intermediate Education Karachi through any corrupt practice(s).

(b) Without limiting the generality of the forgoing the company/firm/agency represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the Board of Intermediate Education Karachi directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the Board of Intermediate Education Karachi, except that which has been expressly declared pursuant hereto.

(c) The company/firm/agency/ accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the Board of Intermediate Education Karachi under any law, contract, or other instrument, be stand void at the discretion of the Board of Intermediate Education Karachi.

(d) Notwithstanding any right and remedies exercised by the Board of Intermediate Education Karachi in this regard, company/firm/agency agrees to indemnify the Board of Intermediate Education Karachi for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the Board of Intermediate Education Karachi in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the Board of Intermediate Education Karachi.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

Stamp & Signature



BOARD OF INTERMEDIATE EDUCATION, KARACHI

	Rupees In Words	Rupees In Figures
Total cost of the Bid: <i>(as offered by the Bidder)</i>		
3% (Three percent) amount of the Estimated Cost Bid Security (Refundable)		
10% (Ten percent) amount of the Contract Price Performance Security (Refundable)		

[Handwritten signature]
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BOARD OF INTERMEDIATE EDUCATION, KARACHI

SUMMARY OF TURN-OVER OF LAST THREE YEARS		
YEAR 2022-2023	YEAR 2023-2024	YEAR 2024-2025
TOTAL:		

[Handwritten signature]



BOARD OF INTERMEDIATE EDUCATION, KARACHI

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Intermediate Education, Karachi.

NAME OF FIRM: _____

ADDRESS OF FIRM: _____

FULL NAME OF CONCERNED PERSON: _____

CNIC NUMBER: _____

POSITION HELD IN: _____

PHONE NUMBER(S): _____

MOBILE NUMBER(S): _____

FAX NUMBER(S): _____

NATIONAL TAX NUMBER: _____

GENERAL SALES TAX NUMBER: _____

STAMP OF THE FIRM: _____

PAY ORDER NUMBER: _____

BANK & BRANCH NAME: _____

DATED: _____

FOR RUPEES: _____

DRAWN: _____

as Bid Security is enclosed herewith.

SIGNATURE WITH DATE: _____