File No._____



SINDH TEXTBOOK BOARD
JAMSHORO

Subject _____

_____

_____

SINDH TEXTBOOK BOARD, JAMSHORO

ALLAMA I.I QAZI CAMPUS, SINDH UNIVERSITY, JAMSHORO.

Tel: No:
022-9213414, 022-9213417

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Address:
Head Office, Sindh Textbook Board, Allama I.I. Ka Campus, University of Sindh, Jamshoro. Ph: 021-32623545

NATIONAL COMPETITIVE BIDDING

ISSUANCE OF BIDDING DOCUMENTS:
31st October 2026

SUBMISSION OF BIDDING DOCUMENTS on EPADS:
16th November 2026 till 11:00 AM

OPENING OF BIDS:
16th November 2026 @ 12:00 Noon

SECRETARY
SINDH TEXTBOOK BOARD

NOTICE INVITING TENDER

The Sindh Textbook Board (STBB) was established through the Sindh Textbook Board Ordinance No. XII of 1970. One of the objectives of STBB is to develop educational material for the students of the Public Sector Schools of Sindh under School Education & Literacy Department Government of Sindh. The Sindh Textbook Board & The Directorate of Literacy & Non-Formal Education, School Education & Literacy Department intend to procure Textbooks/Teachers Guides for SE&LD and Non-Formal Education Schools through outsourcing services of the most suitable and eligible organizations as per the precedents of the procurement of STBB Textbooks, which are selected in a transparent manner and in accordance with procedure prescribed under Sindh Public Procurement (SPP) Rules, 2010.

In this view, STBB solicits electronic bids from prospective National Firms or Consortium/ Joint Ventures, fulfilling the eligibility criteria laid down below, for printing, binding, and supply of Textbooks/Teachers Guides for SE&LD and Non-Formal Education Schools as per specification and outbound logistics plan for delivery available in bidding documents.

QUALIFICATION REQUIREMENTS

- As mentioned in Bidding Documents Criteria.
- Prospective firms must provide valid evidences as mentioned in bidding document.
- The STB reserves rights to cross-verify any document(s) and conduct manufacturing site visit, if deemed necessary, in order to ensure reliability of information and capability of service provider. Documents received without concrete evidence(s) will be marked as disqualified during preliminary evaluation of proposals.

Bidding documents can be downloaded from EPADS website i.e. https://portalsindh.eprocure.gov.pk/ with effect from the date of issuance of NIT, **31st October – 16th November, 2026**. The tender fee pay order of Rs.5,000/- (non-refundable) should be submitted at address of the Procuring Agency before opening of bids.

All bids must be submitted in one best option under Rule-46(2) – Single Stage Two Envelope Procedure – specified under SPP Rules, 2010 (amended up to date). Pay order/ demand draft equivalent to 5% bid security (refundable) in favor of Sindh Text Book Board must be submitted at Procuring Agency's address before opening of bids. Any bid submitted without bid security as mentioned in the Bidding Document shall be rejected during or after technical evaluation. All bids along with requisite documents as mentioned in bids shall be submitted at EPADS website till **11:00 am on 16th November, 2026**. Bids will be opened on the same date at **12:00 Noon**. online on EPADS by the STBB's notified Committee as per SPP Rules, 2010 (Amended up to date). In case of public holiday or due to any unavoidable circumstances, bidding documents will be opened on next working day on scheduled time and venue.

The procuring agency may reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended up to date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal as mandated under Rule-25(i) of SPP Rules, 2010 (Amended up to date).

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Sindh Textbook Board

Bidding Documents

For National Competitive Bidding
Pakistan

Printing, Binding, and Supply of Textbooks/Teachers Guides
For SE&LD and Non-Formal Education Schools under School Education & Literacy Department, Government of Sindh

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PART ONE (FIXED)

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)

APPROVED AND DULY SIGNED BY: PROCUREMENT COMMITTEE

Mr. Naresh Kumar
(Member/Secretary)
Procurement Officer
Sindh Textbook Board

Mr. Javed Ahmed Unar
(Member)
D.E.O (Literacy) Hyd
(DL&NFE)

Mrs. Sajida Yousuf
(Chairperson)
Secretary
Sindh Textbook Board

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Preface

These Bidding Documents have been prepared for use by Procuring agencies and their implementing agencies in the procurement of goods through National Competitive Bidding (NCB).

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which are fixed and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which includes Section II, Bid Data Sheet; Section III, Special Conditions of Contract; Section IV, Schedule of Requirements; Section V, Technical Specifications; and the forms to be used in Section I, Invitation for Bids, and Section VI, Sample Forms.

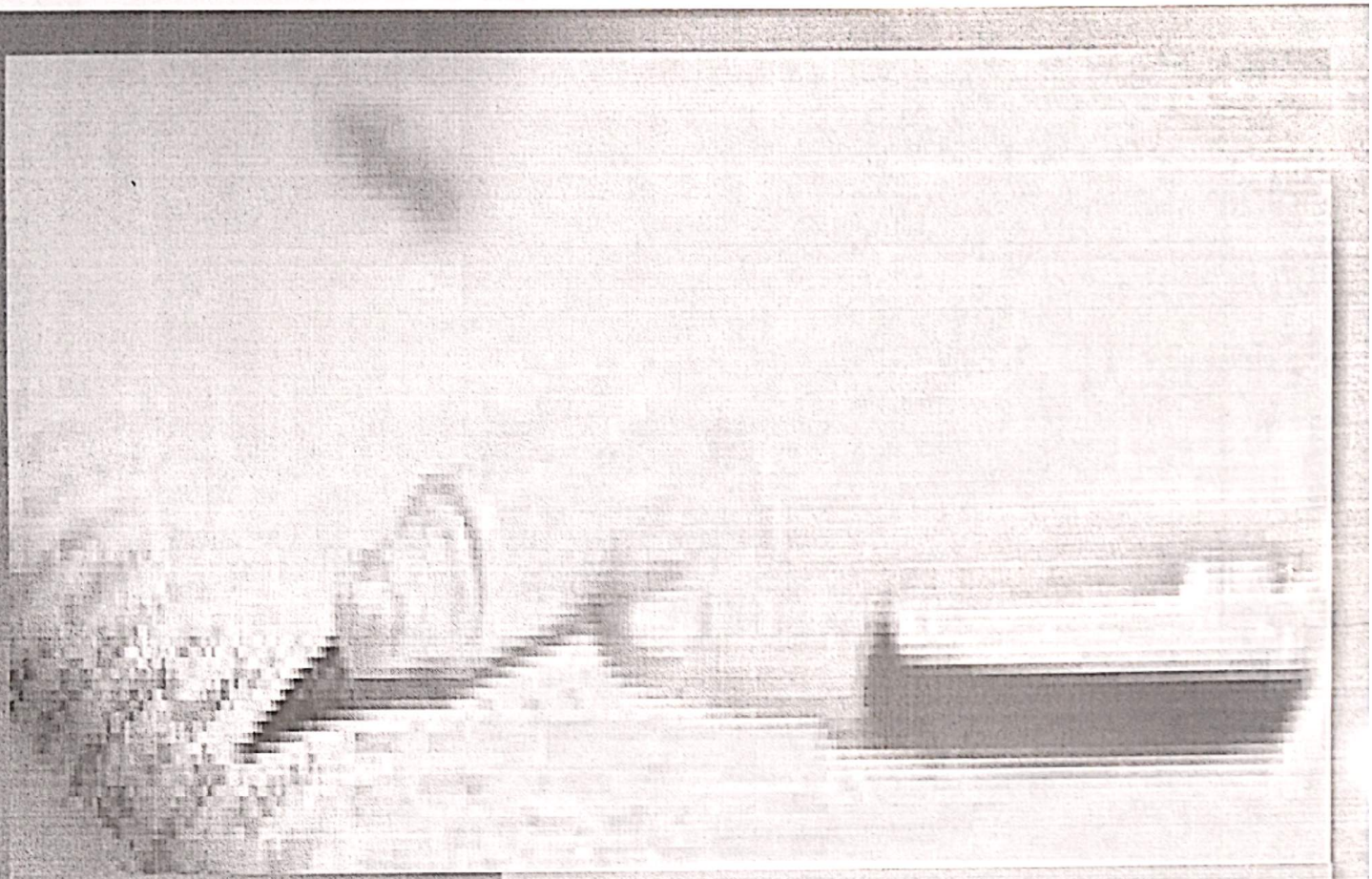
This is Part one which is fixed and contains provisions which are to be used unchanged. Each section is prepared with notes intended only as information for the Procuring agency or the person drafting the bidding documents. They shall not be included in the final documents.

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PART ONE – SECTION I.

INSTRUCTIONS TO BIDDERS

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Instructions to Bidders

A. Introduction

1. Source of Funds

1.1 The Procuring agency has received/applied for loan/grant/federal/provincial/local government funds from the source(s) indicated in the bidding data in various currencies towards the cost of the project/schemes specified in the bidding data and it is intended that part of the proceeds of this loan/grant/ funds will be applied to eligible payments under the contract for which these bidding documents are issued.

1.2 Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the Government of Sindh, and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from the allocated fund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Federal Government/ Sindh Government, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Procuring agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders

2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2009 (Amended, 2019) and its Bidding Documents except as provided hereinafter.

2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.

2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.

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2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization in accordance with sub clause 34.1

3. Eligible Goods and Services

3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPP Rules, 2009 (amended 2019) and its Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.

3.2 For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

3.3 The origin of goods and services is distinct from the nationality of the Bidder.

4. Cost of bidding

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. The Bidding Documents

5. Content of Bidding Documents

5.1 the bidding documents include:

(a) Instructions to Bidders (ITB)
(b) Bid Data Sheet
(c) General Conditions of Contract (GCC)
(d) Special Conditions of Contract (SCC)
(e) Schedule of Requirements
(f) Technical Specifications
(g) Bid Form, Price Schedules and Bid Security form
(h) Contract Form
(i) Performance Security Form
(j) Manufacturer's Authorization Form

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5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

6. Clarification of Bidding Documents

6.1 An interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.

7. Amendment of Bidding Documents

7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by an interested Bidder, may modify the bidding documents by amendment.

7.2 The bidding documents if amended will be notified as per rules of SPPRA, and will be binding on them.

7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

8. Language of Bid

8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.

9. Documents Comprising the Bid

9.1 The bid prepared/uploaded by the Bidder shall comprise the following components:
(a) a Bid Form and a Price Schedule completed in

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accordance with ITB Clauses 10, 11, and 12;

(b) documentary evidence established in accordance with ITB Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;

(c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and

(d) bid security furnished in accordance with ITB Clause concerned.

10. Bid Form

10.1 The Bidder shall completely fill and upload the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

11. Bid Prices

11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.

11.2 Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. The price of other (incidental) services, if any, listed in the Bid Data Sheet will be entered separately.

11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.

11.4 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24. If, however, in accordance with the Bid Data Sheet, prices quoted by the Bidder shall be subject to adjustment during the performance of the contract, a

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bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.

12. Bid Currencies

12.1 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.

13. Documents Establishing Bidder's Qualification and Eligibility

13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 2.

13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:

(a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the Procuring agency's country;

(b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;

(c) that, in the case of a Bidder not doing business within the Procuring agency's country, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and

(d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

14. Documents Establishing

14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and

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Goods' Eligibility and Conformity to Bidding Documents

services which the Bidder proposes to supply under the contract.

14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:

(a) a detailed description of the essential technical and performance characteristics of the goods;

(b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring agency; and

(c) an item-by-item commentary on the Procuring agency's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished pursuant to ITB Clause 14.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.

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15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause

15.3 The bid security shall be in Pak. Rupees and shall be in the following forms:

Bid Security equivalent to 05 (five) percent as mentioned in schedule of requirement in favor of Sindh Textbook Board in the shape of Pay Order / Bank Draft or CDR issued by any scheduled bank of Pakistan.

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as nonresponsive, pursuant to ITB Clause 24.

15.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Procuring agency pursuant to ITB Clause 16.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance with ITB Clause 32;

or

(ii) to furnish performance security in accordance with ITB Clause 33.

16. Period of Validity of Bids

16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as nonresponsive.

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16.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

17. Format of Bid

17.1 The Bidder shall prepare and upload/submit on EPADS website. In the event of any discrepancy between them, the original shall govern.

17.2 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

17.3 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Submission of Bids

18.1 The Bidder shall submit its bid (technical+financial) proposal on SPPRA's EPADS website i.e. https://portalsindh.eprocure.gov.pk/ (mandatorily).

19. Deadline for Submission of Bids

19.1 Bids must be uploaded by the bidder at EPADS website as specified under ITB Clauses not later than the time and date specified in the Bid Data Sheet.

19.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

20. Late Bids

20.1 Any bid submitted late on the website after the deadline for submission of bids prescribed by the Procuring agency pursuant to ITB Clause 19 will not be entertained by the EPADS system.

21. Modification and Withdrawal of

21.1 The Bidder may withdraw its bid after the bid's submission, provided that written notice of the withdrawal of the bids, is received by the Procuring

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Bids

agency prior to the deadline prescribed for submission.

21.2 The Bidder's withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked not later than the deadline for submission of bids.

21.3 No bid may be modified after the submission of bids.

21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids

22. Opening of Bids by the Procuring Agency

22.1 The Procuring agency will open all bids online using EPADS and if deems appropriate in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register evidencing their attendance.

22.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.

22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) that are not submitted/opened on the date of bid opening, shall not be considered further for evaluation, irrespective of the circumstances.

22.4 The Procuring agency will prepare minutes of the bid opening.

23. Clarification of Bids

23.1 During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

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24. Preliminary Examination

24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

24.5 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

25. Evaluation and Comparison of Bids

25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.

25.2 The Procuring agency's evaluation of a bid will be on delivered duty paid (DDP) price inclusive of prevailing duties and will exclude any allowance for price

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adjustment during the period of execution of the contract, if provided in the bid.

25.3 The Procuring agency's evaluation of a bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, one or more of the following factors as specified in the Bid Data Sheet, and quantified in ITB Clause 25.4:

(a) incidental costs

(b) delivery schedule offered in the bid;

(c) deviations in payment schedule from that specified in the Special Conditions of Contract;

(d) the cost of components, mandatory spare parts, and service;

(e) the availability Procuring agency of spare parts and after- sales services for the equipment offered in the bid;

(f) the projected operating and maintenance costs during the life of the equipment;

(g) the performance and productivity of the equipment offered; and/or

(h) other specific criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, one or more of the following quantification methods will be applied, as detailed in the Bid Data Sheet:

(a) Incidental costs provided by the bidder will be added by Procuring agency to the delivered duty paid (DDP) price at the final destination

(b) *Delivery Schedule.*

(i) The Procuring agency requires that the goods under the Invitation for Bids shall be delivered at the time specified in the Schedule of Requirements which will be treated as the base, a delivery "adjustment" will be calculated for bids by applying a percentage, specified in the Bid Data Sheet, of the DDP price for each week of delay beyond the base, and this will

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be added to the bid price for evaluation. No credit shall be given to early delivery.

or

(ii) The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as nonresponsive. Within this acceptable range, an adjustment per week, as specified in the Bid Data Sheet, will be added for evaluation to the bid price of bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

or

(iii) The goods covered under this invitation are required to be delivered in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the bid price a factor equal to a percentage, specified in the Bid Data Sheet, of DDP price per week of variation from the specified delivery schedule.

(c) Deviation in payment schedule.

(i) Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The Procuring agency may consider the alternative payment schedule offered by the selected Bidder.

or

(ii) The SCC stipulates the payment schedule offered by the Procuring agency. If a bid deviates from the schedule and if such deviation is considered acceptable to the Procuring agency, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in this invitation, at the rate per annum specified in the Bid Data Sheet.



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26. Contracting the Procuring Agency

26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

27. Post-Qualification

27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.

27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

28. Award Criteria

28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

29. Procuring Agency's Right

29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the

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26. Contracting the Procuring Agency

26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

27. Post-Qualification

27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.

27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

28. Award Criteria

28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

29. Procuring Agency's Right

29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the

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to Vary Quantities at Time of Award

percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

30. Procuring Agency's Right to Accept any Bid and to Reject any or All Bids

30.1 The Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency's action.

31. Notification of Award

31.1 Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.

31.2 The notification of award will constitute the formation of the Contract.

31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.

32. Signing of Contract

32.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

32.2 Within seven (07) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

33. Performance Security

33.1 Within seven (07) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.

33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the

award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

34. Corrupt or Fraudulent Practices

34.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 (amended 2019) and Rules made thereunder:

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and

(ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring agency, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non- competitive levels and to deprive the Procuring agency of the benefits of free and open competition;

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.

34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.

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PART ONE –
SECTION II.

GENERAL CONDITIONS OF CONTRACT

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Instructions to Bidders

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

(a) "The Contract" means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

(b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.

(c) "The Goods" means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring agency under the Contract.

(d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.

(e) "GCC" mean the General Conditions of Contract contained in this section.

(f) "SCC" means the Special Conditions of Contract.

(g) "The Procuring agency" means the organization purchasing the Goods, as named in SCC.

(h) "The Procuring agency's country" is the country named in SCC.

(i) "The Supplier" means the individual or firm supplying the Goods and Services under this Contract.

(j) "The Project Site," where applicable, means the place or places named in SCC.

(k) "Day" means calendar day.

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2. Application

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

3. Country of Origin

3.2 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules and `further elaborated in the SCC.

3.3 For purposes of this Clause, "origin" means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

3.4 The origin of Goods and Services is distinct from the nationality of the Supplier.

4. The Goods Supplied

4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.

5. Use of Contract Documents and Information; Inspection and Audit by the Government

5.1 The Supplier shall not, without the Procuring agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The Supplier shall not, without the Procuring agency's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.

5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring agency and shall be returned

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(all copies) to the Procuring agency on completion of the Supplier's performance under the Contract if so required by the Procuring agency.

5.4 The Supplier shall permit the Procuring agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the procuring agency, if so required.

6. Patent Rights

6.1 The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring agency's country.

7. Performance Security

7.1 Within seven (07) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or

(b) a cashier's or certified check.

7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspection and Tests

8.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no

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extra cost to the Procuring agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring agency requires and where they are to be conducted. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring agency.

8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.

8.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring agency or its representative prior to the Goods' shipment from the country of origin.

8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

9. Packaging

9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and

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outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring agency.

10. Delivery and Documents

10.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.

10.2 Documents to be submitted by the Supplier are specified in SCC.

11. Insurance

11.1 The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered; hence insurance coverage is sellers' responsibility.

12. Transportation

12.1 The Supplier is required under the Contact to transport the Goods to a specified place of destination within the Procuring agency's country, transport to such place of destination in the Procuring agency's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.

13. Payment

13.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.

13.2 The Supplier's request(s) for payment shall be made to the Procuring agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

13.3 Payments shall be made promptly by the Procuring agency, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.

13.4 The currency of payment is Pak. Rupees.

14. Prices

14.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the

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exception of any price adjustments authorized in SCC or in the Procuring agency's request for bid validity extension, as the case may be.

15. Change Orders

15.1 The Procuring agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:

(a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring agency;
(b) the method of shipment or packing;
(c) the place of delivery; and/or
(d) the Services to be provided by the Supplier.

15.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring agency's change order.

16. Contract Amendments

16.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

17. Assignment

17.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring agency's prior written consent.

18. Subcontracts

18.1. The supplier shall not be allowed for subletting or subcontracting. All the printing and binding work of textbooks/teachers guides is mandatory to be performed in successful bidder's own printing press. Subletting of any awarded printing, binding and supply of textbook in any manner or in any processes, or in any part shall be deemed as breach of contract. If found guilty at any stage, the Contract shall be terminated with immediate effect and performance security will be forfeited.

19. Delays in the Supplier's Performance

19.1. Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.

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19.2. If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

19.3. Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.

20. Liquidated Damages

20.1. Subject to GCC Clause 25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 24.

21. Termination for Default

21.1. The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

21.2. The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

(a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the

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Procuring agency pursuant to GCC Clause 22; or

(b) if the Supplier fails to perform any other obligation(s) under the Contract.

(c) if the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

"Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

"fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

21.3. In the event the Procuring agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

22. Force Majeure

22.1. Notwithstanding the provisions of GCC Clauses 22, 23, and 24,the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

22.2. For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not

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foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

22.3. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

23. Termination for Insolvency

23.1. The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

24. Termination for Convenience

24.1. The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring agency's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

24.2. The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring agency at the Contract terms and prices. For the remaining Goods, the Procuring agency may elect:

(a) to have any portion completed and delivered at the Contract terms and prices; and/or

(b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

25. Resolution of Disputes

25.1. The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

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25.2. If, after thirty (30) days from the commencement of such informal negotiations, the Procuring agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration.

26. Governing Language

26.1. The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

27. Applicable Law

27.1. The Contract shall be interpreted in accordance with the laws of the Procuring agency's country, unless otherwise specified in SCC.

28. Notices

28.1. Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC.

28.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

29. Taxes and Duties

29.1. Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency.

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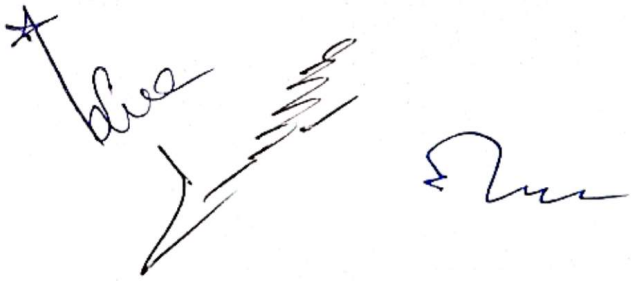
Notes on the Instructions to Bidders

This section of the bidding documents provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring agency. It also provides information on bid submission, opening, and evaluation, and on the award of contract.

Part One Section I contain provisions that are to be used unchanged. Part Two Section II consists of provisions that supplement, amend, or specify in detail information or requirements included in Part One Section I and which are specific to the each procurement.

Matters governing the performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are not normally included in this section, but rather under Part one Section II, General Conditions of Contract, and/or Part Two Section III, Special Conditions of Contract. If duplication of a subject is inevitable in the other sections of the document prepared by the Procuring agency, care must be exercised to avoid contradictions between clauses dealing with the same matter.

These Instructions to Bidders will not be part of the contract.



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Notes on the General Conditions of Contract

The General Conditions of Contract in Part One Section II, read in conjunction with the Special Conditions of Contract in Part Two Section III and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

The General Conditions of Contract herein shall not be altered. Any changes and complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract in Part Two Section III.

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Sindh Textbook Board

Bidding Documents
For
National Competitive Bidding
Pakistan

Printing, Binding, and Supply of Textbooks/Teachers Guides

For SE&LD and Non-Formal Education Schools under School Education & Literacy Department, Government of Sindh

PART TWO (PROCUREMENT SPECIFIC PROVISION)

- Invitation for Bids (IFB)
- Bid Data Sheet (BDS)
- Special Conditions of Contract (SCC)
- Schedule of Requirements
- Technical Specifications
- Sample Forms
- Eligibility

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Preface

These Bidding Documents have been prepared for use by procuring agencies in the procurement of goods through National Competitive Bidding (NCB).

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which are fixed and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which includes Section II, Bid Data Sheet; Section III, Special Conditions of Contract; Section IV, Schedule of Requirements; Section V, Technical Specifications; and the forms to be used in Section I, Invitation for Bids, and Section VI, Sample Forms.

This is Part Two and contains data and provisions specific for each procurement. Care should be taken to check the relevance of the provisions of the Bidding Documents against the requirements of the specific goods to be procured. The following general directions should be observed when using the documents. In addition, each section is prepared with notes intended only as information for the Procuring agency or the person drafting the bidding documents. They shall not be included in the final documents, except for the notes introducing Section VI, Forms, where the information is useful for the Bidder.

(a) Specific details, such as the "name of the Procuring agency" and "address for bid security/tender fee submission," should be furnished in the Invitation for Bids, in the Bid Data Sheet, and in the Special Conditions of Contract. The final documents should contain neither blank spaces nor options.

(b) Amendments, if any, to the Instructions to Bidders and to the General Conditions of Contract should be made through the Bid Data Sheet and the Special Conditions of Contract, respectively.

(c) Footnotes or notes in italics included in the Invitation for Bids, Bid Data Sheet, Special Conditions of Contract, and in the Schedule of Requirements are not part of the text of the document, although they contain instructions that the Procuring agency should strictly follow. The final document should contain no footnotes.

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(d) The criteria for bid evaluation and the various methods of evaluation in the Instructions to Bidders (Clauses 25.3 and 25.4, respectively) should be carefully reviewed. Only those that are selected to be used for the procurement in question should be retained and expanded, as required, in the Bid Data Sheet or in the Technical Specifications, as appropriate. The criteria that are not applicable should be deleted from the Bid Data Sheet.

(e) Clauses included in the Special Conditions of Contract are illustrative of the provisions that should be drafted specifically by the Procuring agency for each type of procurement.

(f) The forms provided in Section VI should be completed by the Bidder or the Supplier; the footnotes in these forms should remain, since they contain instructions which the Bidder or the Supplier should follow.



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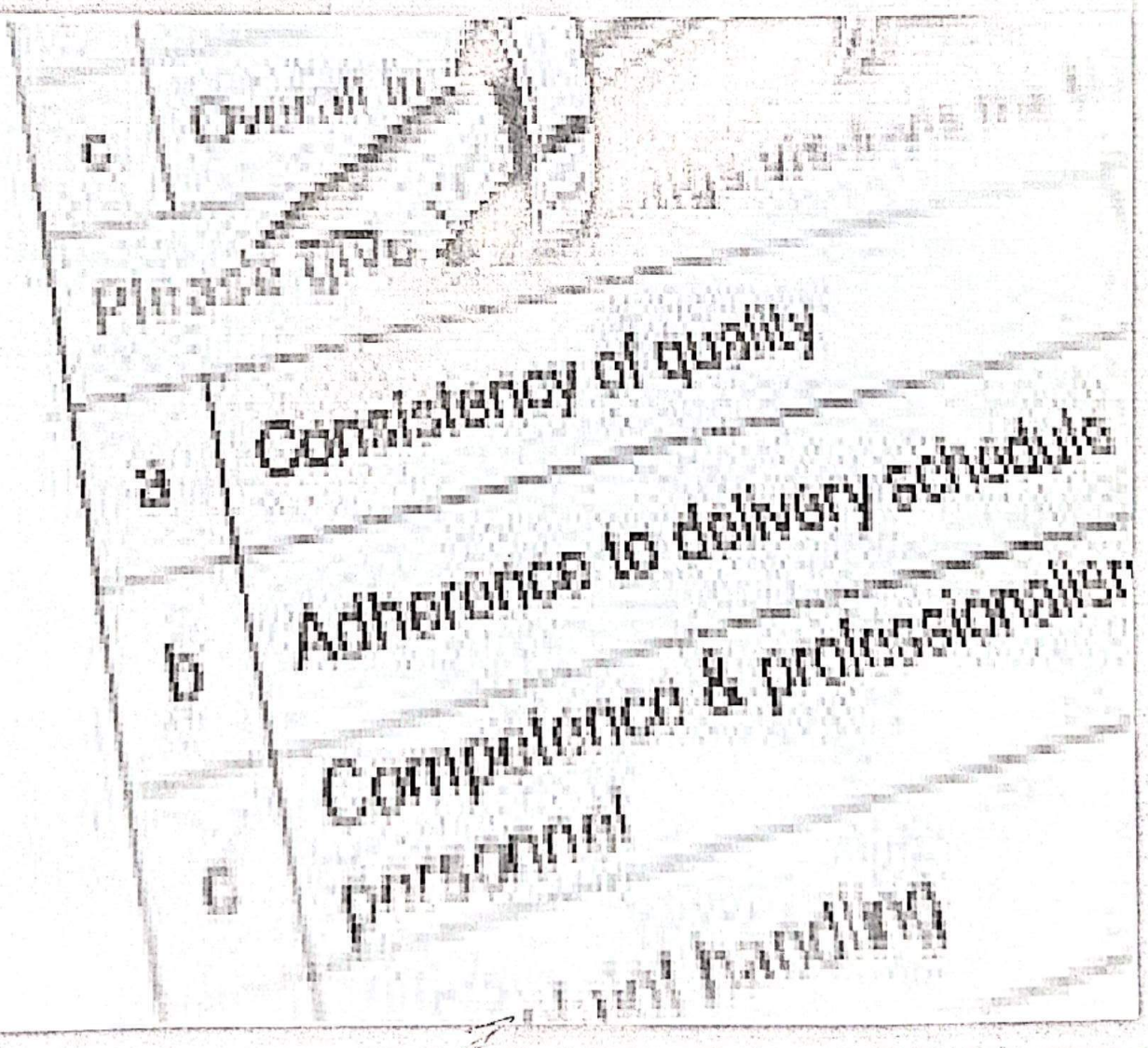
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PART TWO –
SECTION I.

INVITATION FOR BIDS



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Invitation for Bids through EPADS

Date: , 2026
IFB No: STBB/NCB/2026-27
INF/KRY No: /2026

Introduction

The Sindh Textbook Board (STBB) was established through the Sindh Textbook Board Ordinance No. XII of 1970. One of the objectives of STBB is to develop educational material for the students of the Public Sector Schools of Sindh under School Education & Literacy Department Government of Sindh. The Sindh Textbook Board & the Directorate of Literacy & Non-Formal Education, School Education & Literacy Department intend to procure the Textbooks/Teachers Guides for SE&LD and Non-Formal Education Schools through outsourcing services of the most suitable and eligible organizations as per the precedents of the procurement of STBB Textbooks, which are selected in a transparent manner and in accordance with procedure prescribed under Sindh Public Procurement (SPP) Rules, 2010.

In this view, STBB solicits electronic bids from prospective National Firms, fulfilling the eligibility criteria laid down below, for printing, binding, and supply of Textbooks/Teachers Guides for SE&LD and Non-Formal Education Schools as per specification and outbound logistics plan for delivery available in bidding documents.

Eligibility Criteria

I. All the bidders/ suppliers, (National), must be registered with the relevant authorities of Pakistan. **SEC:29/30 of SPP Rules, 2010 (Amended 2019)** shall be applicable to all the Bidders/Suppliers. However at the time of bid submission online, they must provide relevant documents showing their valid registration authorities;
II. Document establishing the firm's tax status as active (ATL).
III. Cumulative Financial statements and Income tax of last two years;
IV. Minimum five years' experience in similar field of printing and publication.
V. Minimum annual financial turnover of PKR 90 million in last two years.
VI. Capabilities with respect to manufacturing facilities, equipment of printing and binding machinery (as per technical evaluation criteria).
VII. Affidavit that the firm is not blacklisted by any public or private organization; of **SPP Rules, 2010 (Amended 2019)**
VIII. Photocopy of bid security pay order (without showing amount Pay order) along with Technical Proposal; as per technical evaluation criteria of SBD Prospective firms must provide valid evidences against each clauses of technical evaluation criteria. The STBB reserves rights to cross-verify any document(s) and conduct manufacturing site visit, if deemed necessary, in order to ensure reliability of information and capability of service provider. Documents uploaded without concrete evidence(s) as per technical evaluation criteria will be marked as disqualified during preliminary evaluation of proposals. Qualifying marks should be minimum 70% as per technical evaluation criteria.

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How to Apply

Bidding will be conducted through National Competitive Bidding procedures as specified in the SPPRA Rules, 2010 and is open to all eligible bidders. One bid document is issued to cover all Textbooks/Teacher's Guides. Bidders may bid as defined in bidding documents. Contract will be awarded to the most advantageous bid for the whole lot/Pakcage.

Bidding documents can be downloaded from SPPRA's EPADS website i.e. https://portalsindh.eprocure.gov.pk/ with effect from **31st October 2026 to 16th November 2026.**

All bids must be submitted in one best option under Rule-46(2) – Single Stage Two Envelope Procedure – specified under SPP Rules, 2010. The pay orders of bid security (refundable) in favor of Sindh Text Book Board and Pay order of Rs.5000/- tender fee must be provided before opening of bids at the address given in Bid data sheet of the P.A. Any bid without the defined bid security shall be rejected during or after technical evaluation.

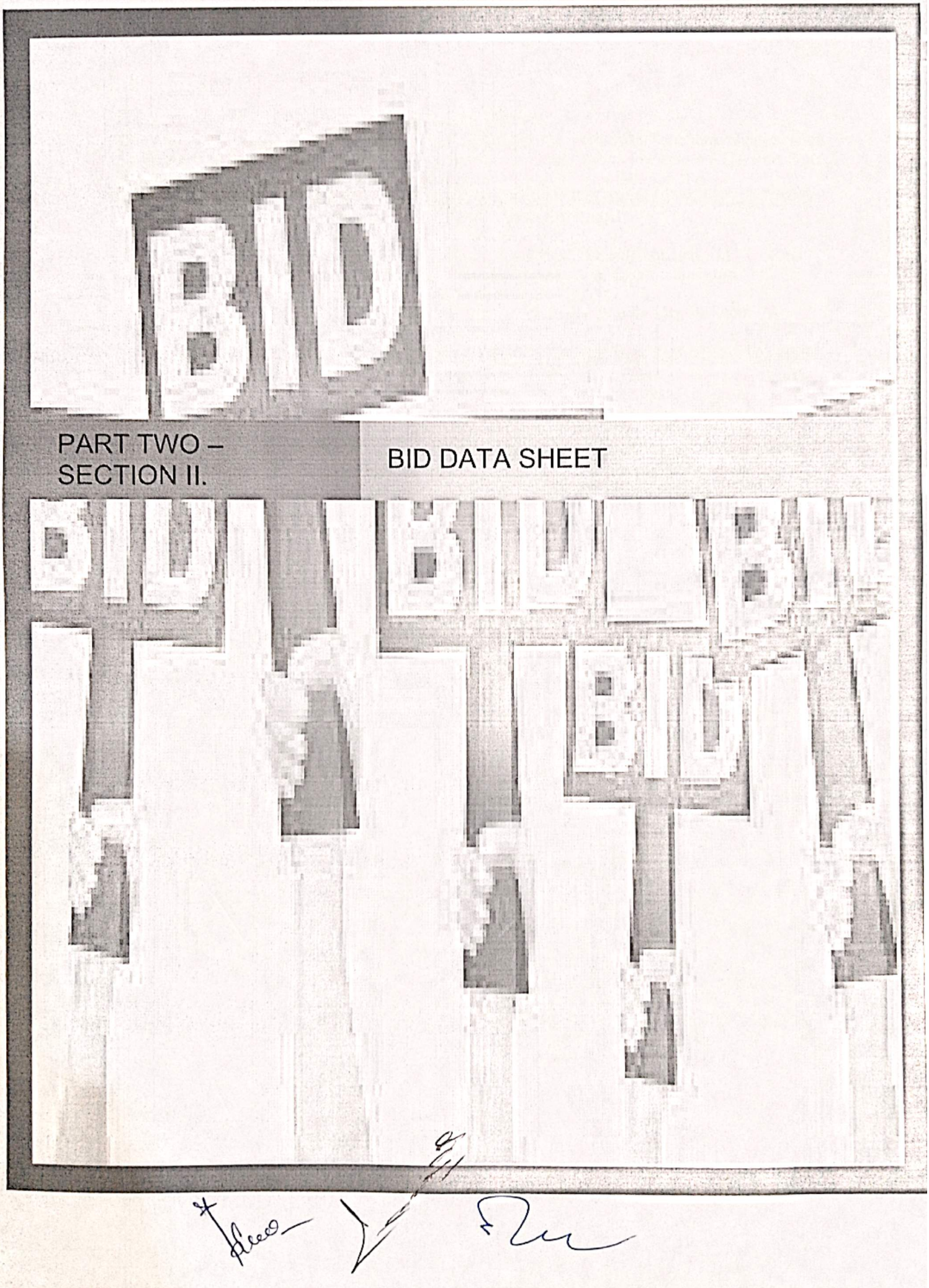
All bids along with requisite documents as mentioned in bidding document shall mandatorily be submitted on SPPRA's EPADS website not later than **11:00 AM on Monday, 16th November, 2026.**The Bids will be opened on the same date at **12:00 Noon.** by the STBB's notified Procurement Committee as per SPP Rules, 2010 amended up to date. In case of public holiday or due to any unavoidable circumstances, bids will be opened on next working day on scheduled time and venue.

The procuring agency may reject any or all bids subject to relevant provisions of SPP Rules, 2010 and may cancel the bidding process at any time prior to the acceptance of a bid or proposal as mentioned under Rule-25(i) of SPP Rules, 2010(Amended up to date).

Secretary
Sindh Textbook Board



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BID
PART TWO –
SECTION II.
BID DATA SHEET

Bid Data Sheet

The following specific data for printing and publication of textbooks/Teachers Guides shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

INTRODUCTION		
ITB 8.1	Name of procuring agency of Government of Sindh	**Sindh Textbook Board**
ITB 8.2	Procuring agency's address, telephone, telex, and facsimile numbers.	Sindh Textbook Board, Allama I.I – Kazi Campus, University of Sindh, Jamshoro. Phone # 92 22 9213417 – 8 E-mail : sindh.textbook.board@gmail.com
ITB 9.1	Language of the bid	English
BID PRICE AND CURRENCY		
ITB 10.1	Bid prices	Pakistani Rupees - Fixed inclusive of all applicable taxes and supply of textbooks/teachers guides at final point of destination
ITB 11.1	Price Variation	Price Fixed (In case any change recommended by the P.A during finalization of textbook/Teacher Guide development, the specified number of pages as mentioned in bid documents may increase/ decrease. In such case, prices will be calculated/ adjusted on pro-rata basis.
ITB 12.1	Budget	The sanctioned budget for procurement of Printing, Binding & Supply of textbooks/teachers guides is k
PREPARATION AND SUBMISSION OF BIDS		
ITB 13.1	Qualification requirements	▸▸ Technical and financial proposals shall be submitted on EPADS website i.e. https://portalsindh.eprocure.gov.pk/. ▸▸ Original Pay order of Bid Security as outlined against the lot must be submitted at P.A's address before opening of bids. ▸▸ Original pay order of Tender fee of Rs.5000/- and screenshot of submission of bid on EPADS must be submitted at P.A's Address before opening of bids. ▸▸ Valid registration with relevant tax authorities of Islamic Republic of Pakistan. ▸▸ List of current litigations with the clients and nature of such litigations (if any); ▸▸ Affidavit that the firm is not blacklisted by any public or private organization. ▸▸ For the purpose of quality assurance and object of procurement which brings value for money to the agency and for the efficient and economical procurement process, the setup of printing & binding is preferable to be in the jurisdiction of Sindh Province.

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- No marks shall be awarded for experience in Periodicals, Journals, Booklets, Pamphlets, Brochures, Story Books, Novels, Solved Papers, Magazines, Guides, Newspaper Articles, News Reports, Newspapers, Advertising Materials, Packaging Materials, Examination Copies, Maps, Charts, Posters, Electoral etc. It is categorically clarified that, under the technical evaluation criteria, only past experience related to textbooks will be considered; all other experience shall not be taken into account.
- Any clarification required by the bidder should be sought on EPADS website as per SPPRA rule 2010 (amended up to date).
- Technically qualifying marks shall be minimum 70% in total and 60% in components of technical evaluation criteria of Bidding Document;
  i. Financial Capabilities
  ii. Experience and past performance on similar assignments of printing, binding and publishing.
  iii. Manufacturing capacity & Warehousing
  iv. Capabilities with respect to equipment of printing and binding machinery
- Technically eligible bidders, printers or publishers, should possess their own printing and binding machine setup, as outlined in the technical evaluation criteria

Note:- No any firm will be awarded contract for more than One (1) package, This condition is explicitly included here in order to disperse work among various firms for ensuring completion of 100% work including supply of textbooks in all Districts of Sindh within due course of time.

In case a bidder qualifies for more than one package then the bidder will have to choose any one package.

This bid is strictly time-barred. The qualified bidder must supply the requisite books within two (02) weeks; otherwise, the work order may be cancelled and awarded to the second most advantageous bidder. Furthermore, the performance security of the bidder who fails to supply the books within the stipulated period shall be forfeited.

ITB 15.1	Amount of bid security	Bid security equivalent to 5% as outlined against the lot in form of pay order, bank drafts issued by any scheduled bank of Pakistan in favor of Sindh Textbook Board.
ITB 16.1	Bid validity period	**90 days**
ITB 18.2	Address for bid security/tender fee submission	Head Office, Sindh Textbook Board, Allama I.I. Kazi Campus, University of Sindh, Jamshoro.

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ITB 19.1	Deadline for bid submission	**Till Monday, 16th November, 2026 @ 11:00 A.M.**
ITB 22.1	Time, date and place for bid opening	**Monday, 16th November, 2026 @ 12:00 Noon.** at Head Office, Sindh Textbook Board, Allama I.I. Kazi Campus, University of Sindh, Jamshoro Pakistan by PA's notified Committee online on EPADS.
	BID EVALUATION	
ITB 25.1	Criteria for bid evaluation	Best evaluated bid (Most advantageous bid) i.e. bids offered by firms(s) that are technically qualified and financially responsive as compared to internal and external benchmarks. Prospective firms must quote bids for each and all (textbook/teacher guide) under the lot in order to qualify for the bid. Technical Evaluation Criteria is mentioned as at Part – II.
	CONTRACT AWARD	
ITB 29.1	Repeat Orders as per SPP Rules 16(i) may be applicable in case of additional quantities required	

Note: As the bidding process is strictly time-barred and the allocated funds are subject to lapse, it is mandatory for all interested bidders to have the requisite quantity of paper stock available at their premises at the time of submission of bids. Any bidder failing to meet this requirement shall be declared technically disqualified.

Furthermore, documentary evidence confirming the availability of the required stock must be submitted along with the bid for qualification purposes. In addition, physical verification of the paper stock shall be mandatorily carried out by the P.A. due to the shortage of time.

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TECHNICAL EVALUATION CRITERIA						
SR#	SUB-CRITERIA	EVIDENCE REQUIRED	MARKS MAX.	MARKS ALLOCATED	MARKS OBTAINED	ANNEX
FINANCIAL CAPABILITIES CRITERIA			**21**			
1.	**Income Tax Deducted (Last 2 years in millions as per income tax returns)**					
1.1.	≥ 9	Attach copies of last 2 years Income Tax Returns of FBR along with Tax deduction certificates of concerned department showing Tax deduction specifically supply & sale of textbooks (Attach NTN OR Sales Tax Certificate)	**08**	08		**A**
1.2.	≥ 6 < 8			06		
1.3.	≥ 3 < 5			04		
2.	**Cumulative Financial Turnover (PKR in Million) during last 2 years**					
2.1.	≥ 500 <600	Attach Bank Statements or Bank Certificate showing Annual Financial Turnover duly signed by the concerned Bank.	**03**	03		**B**
2.2.	≥ 200 <300			02		
2.3.	≥ 90			01		
3.	**Available Cash Balance in Bank Account minimum 30 days (PKR in million)**					
3.1.	≥ 70	Attach Bank Certificates duly signed by the concerned Bank of available Cash in shape of TDR / CDR/ Cash in Bank Accounts	**10**	10		**C**
3.2.	≥ 50<60			07		
3.3.	≥ 20<40			04		
EXPERIENCE AND PAST PERFORMANCE IN SIMILAR ASSIGNMENTS OF PRINTING, BINDING AND PUBLISHING OF TEXTBOOKS ONLY			**26**			
4.	**Publishing / Printing and Binding assignments of Textbooks in Million during last 2 years in Urdu and Sindhi Languages**					
4.1.	≥ 98	Attach documentary evidence/certificates of assignments specifically related to the Printing, Binding, and Publishing of textbooks only showing values in PKR	**03**	03		**D**
4.2.	≥ 80< 90			02		
4.3.	≥ 60<70			01		
5.	**Experience Year's in relevant field of printing, binding and publishing work with Sindh Textbook Board.**					
5.1.	≥ 15	Attach year wise documentary evidence of work orders / Allocation specifically of Textbooks showing experience in years only with the STBB	**15**	15		**E**
5.2.	≥ 10<12			10		
5.3.	≥ 05			05		
6.	**Experience of printing, binding and publication of textbooks in regional language (Sindhi)**					
6.1.	≥ 13 Years (10 titles min.)	Attach valid evidence along with printed textbooks, verified Work orders/Documentary evidences specifically related to the printing & publishing of textbooks in Sindhi Language.	**08**	08		**F**
6.2.	≥ 08< 10(8 titles min.)			05		
6.3.	≥ 05 (4 titles min.)			03		

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MANUFACTURING CAPACITY & WAREHOUSING			**13**			
7.	**Number of Employees (Registered with EOBI)**					
7.1.	≥ 10	Evidence / Certificate of registration of employees with EOBI along with payment paid Bank slip.	**03**	03		**G**
7.2.	≥ 08 <10			02		
7.3.	≥ 06<08			01		
8.	**Warehouse Capacity (volume in cubic meters)**					
8.1.	≥ 6000	Attach ownership documents or rental agreements	**02**	02		**H**
8.2.	≥ 4000<6000			01		
9.	**Quality Control/Quality Assurance Mechanism**					
9.1	Yes	Attach quality assurance SOPs and list of staff having experience in relevant field	**03**	03		**I**
9.2	No			00		
10.	**Manufacturing Capacity of Textbooks**					
10.1	≥ 15 Lac	Attach yearly Invoice indicating the specific quantities of printed and bound textbooks supplied, along with the corresponding Work Orders/Allocations	**05**	05		**J**
10.2	≥ 10<13 Lac			04		
10.3	≥ 07<10 Lac			03		
CAPABILITIES AND CAPACITY OF THE PRODUCTION UNIT WITH RESPECT TO MANUFACTURING FACILITIES/EQUIPMENT OF PRINTING AND BINDING MACHINERY WITH PHYSICAL VERIFICATION BY TECHNICAL EVALUATION COMMITTEE IS MANDATORY AT BIDDERS PREMISES			**40**			
11.	**Details of Printing Machines (minimum size of machine = 22'' x 32'')**					
11.1.	Minimum Four Colour Sheet Fed Offset Printing Machine (only separate tower units of printing machines are acceptable) No. of Machines_____	Attach required evidence of ownership documents of minimum Four Colour Sheet Fed Offset Printing Machine separate Tower Units i. 4 Colour, 5 Colour and 6 Colour Tower Units one Machine — 04 Marks ii. 8 Colour and 10 Colour Tower Units one Machine — 08 Marks **Note:** Marks will multiply with No. of machines (Max. marks 16) Description with Make/Model, year of Machine & production details	**16**			**K**
12.	**Automatic Folding Machine (minimum size = 22'' x 32'')**					
12.1.	No. of Folding Machines_____	Attach required evidence of ownership documents of folding machine (1 mark for each folding machine) Max. Marks 5 Attach documentary evidence Description with Make/Model, year of Machine & production details	**05**			**L**

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13.	**Hot Glue Gum Binding Machines**					
13.1.	Perfect Binder Machine of Hot Glue Gum Binding Or Binding line Online Hot Glue Gum Binding Machine with Gathering station connected with Gumming units and three knife Trimmer online working	Attach required evidence of ownership of documents of Hot Glue Gum Binding Machine (0.50) mark for each clamp) Max. Marks 6 Attach documentary evidence of Machines Description with Make/Model, year of Machine Binding line online Binding Machine minimum 10 Gathering Station with minimum 12 Clamp of Hot Glue Gum Binder with 3 Knife trimmer Working online function of gathering station with hot glue gum binding function having online three knife trimming machine (Max. Marks 14) Attach documentary evidence of ownership Description with Make/Model, year of Machine	**14**	Technical Evaluation Criteria		**M**
14.	**Wire Stitch Binding Machine Minimum 6 Gathering Stations**					
14.1	Wire Stitch online Machine with minimum 6 Gathering station and three knife trimmer	Binding online Gathering Wire stitching with three knife trimming Machine. Min. 6 Gathering Stations Attach documentary evidence of Machines Description with Make/Model, year of Machine	**03**			**N**
15.	**Trimming Machine**					
15.1.	3 Knife Trimmer	(1 Three Knife trimmer 2 marks) For single knife trimmer 1 mark Min. Size 34" Attach documentary evidence of Machines Description with Make/Model, year of Machine	**02**			**O**
15.2.	1 Single Knife Trimmer					
TOTAL MARKS			**100**			

QUALIFYING MARKS should be min 70% Marks in total and minimum 70% Marks in each component of technical evaluation criteria i.e. (i) Financial Capabilities, (ii) Experience and past performance in similar assignments of Printing, Binding & Supply of Textbooks, (iii) Manufacturing & Warehousing Capacity and (iv) Capabilities with respect to manufacturing facilities/equipment of printing and binding machinery **(For the purpose of technical qualification, manufacturing setup is preferably to be established/existed in the jurisdiction of Sindh Province at its own premises, Equipment or machinery situated outside the bidder's premises shall not be considered. Any firm relying on such equipment or machinery shall be technically disqualified).** Marks below 70% in any component from Annex- A to O of Technical evaluation criteria will result in technical disqualification of the bidder.

No marks shall be awarded for experience and past performance in similar assignments of printing in Periodicals, Journals, Booklets, Pamphlets, Brochures, Story Books, Novels, Solved Papers, Magazines, Guides, News Articles, News Reports, Newspapers, Advertising Materials, Packaging Materials, Examination Copies, Maps, Charts, Posters, Electoral etc. It is categorically clarified that, under the technical evaluation criteria, only past experience of at least 10 years in similar field related printing, binding and publishing of textbooks will be considered; all other experience shall not be taken into account and no marks will be awarded for such irrelevant experience.

NOTE: MARKS WILL BE ASSIGNED ON THE BASIS OF VALID DOCUMENTARY EVIDENCE AND PHYSICAL INSPECTION OF EQUIPMENTS AND SETUP. FIRMS THAT WILL NOT PROVIDE DOCUMENTARY EVIDENCE AND PHYSICAL INSPECTION AGAINST TECHNICAL EVALUATION CRITERIA WILL BE MARKED AS ZERO. IF ANY DOCUMENT OR INFORMATION SUBMITTED IS FOUND FALSE AT ANY STAGE OF PROCUREMENT PROCESS, THE FIRM SHALL BE TECHNICALLY DISQUALIFIED. P.A's Technical Evaluation Committee may conduct physical inspection/visit of sites of the Bidders in order to cross verify information / documents furnished by firms. Note: For the purpose of monitoring/inspection of quality assurance of the standards of technical specification of paper, bleach card and printing, binding of textbooks, Printing and binding machines setup in jurisdiction of Sindh Province is preferable in order for the eligibility of technical qualification. The ownership documents of equipment of complete setup should be attached. No marks shall be given if the printing and binding machines are below 1986 models. The committee can visit these sites at any stage of procurement. In case, a firm fails to provide physical examination of its owned machines setup. The committee reserves right to disqualify firm on technical grounds as per SPP Rules, 2010 (Amended 2019) with immediate effect.

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PART TWO – SECTION III.

SPECIAL CONDITIONS OF 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 (GCC Clause 1)**	GCC-1(g)	The procuring agency is: Sindh Textbook Board
		GCC-1.1(h)	The procuring agency's country is: Pakistan
2.	**Performance Security (GCC Clause 7)**	GCC-7.1	The amount of performance security as a percentage of the Contract Price shall be 10% in shape of Pay Order or Bank Guarantee in favor of Sindh Textbook Board.
3.	**Inspections and Tests (GCC Clause 8)**	GCC-8.6	**Inspection and testing:** Inspection of textbooks/teachers guides will be carried out by P.A's notified committee at final delivery/ destination point. The committee will assess shipments in order to ensure packaging, printing, and paper quality. Supplier is required to ensure conformance of paper, printing and book binding quality as per specifications given in bid documents. For the purpose of, quality assurance, and the inspection/monitoring of the standards of Technical specification of paper, bleach card and printing/binding of textbooks/teachers guides, it is mandatory that all the printing and binding work should be done in the Jurisdiction of Sindh Province in his own premises; otherwise, the firm will be disqualified at any stage and the performance security will be forfeited with immediate effect. No stock shall be acceptable. **Caution:** Paper, Bleach Card, Printing and Binding, Quality should meet 100% as per National Standard of Technical Specification. Only those items shall be accepted which are found 100% according to the technical specification. P.A reserve the right to reject the whole consignment. Supplier has no right to claim against their rejection. P.A may conduct third party inspection of Textbooks/Teacher Guides.

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Note: Only approved paper and bleach board shall be used in the printing, binding & supply of textbooks/teacher guides. Original invoices of paper & Bleach Card should be submitted at the time of billing.

4.	**Packaging (GCC Clause-9)**	GCC-9.3	i. Before shipments from point of origin, sandwich the books in safest order/manner to avoid any bent of books till the arrival at final destination. ii. Sturdy box or container must be chosen for laying books flat while transportation. iii. Fill the container properly. Line the bottom of the box with padding. Carefully add the books to the container. Add extra padding on top and around the books to keep them safe; bubble wrap, packing peanuts, and crumpled plastic bags are lightweight options. Pay special attention to padding the corners. iv. Tape the container securely. v. Address the package with complete address and quantity of textbooks/teachers guides. Before issuing receipt (goods receipt) of textbooks/teachers guides, the committee will verify compliance of clause-3 and 4 above.
5.	**Delivery and Documents (GCC Clause 10)**	GCC-10.3	Delivery of books shall be notified by the agency after award letter. Successful firm shall be responsible to supply textbooks/teachers guides in warehouses as per quantity to be given by P.A. **SCHEDULE OF DELIVERY** 1st Installment 50% .... 15 days after Award Letter/Print Order 2nd Installment 50% ... 30 days after Award Letter/Print Order Upon shipment, the supplier shall notify the P.A the full details of the shipment, including contract number, description of goods, quantity and usual transport document. The supplier shall mail the following documents to P.A:

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			i. copies of the supplier's invoice showing goods' description, quantity, unit price, and total amount; ii. original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods; iii. copies of the packing list identifying contents of each package; iv. Inspection certificate, issued by the nominated committee, and the Supplier's factory inspection report; and v. Receipt of books on goods receipt form
6.	**Insurance (GCC Clause 11)**	GCC-11.1	The books supplied under the Contract shall be delivered duty paid (DDP) under which risk is devolved upon the supplier/seller after having been delivered; hence insurance coverage is seller's responsibility. Since the Insurance is seller's responsibility they may arrange appropriate coverage.
7.	**Incidental Services (GCC Clause 13)**	GCC-13.1	Delivery of books in Sindh Textbook Board's warehouses or as notified by the agency after print order / award letter.
8.	**Payment (GCC Clause 16)**	GCC-16.1	The method and conditions of payment to be made to the supplier under this contract shall be as follows: i. Payment shall be made in Pak. Rupees within thirty (30) days of receipt of books upon submission of claim supported by the goods receipt proforma issued/ signed by the P.A's nominated committee. ii. The Bidder shall submit original sales tax invoice as per consumption quantity of paper & Bleach board. iii. Payment will be made for the books received and mentioned in the acceptance certificate.
9.	**Prices (GCC Clause 17)**	GCC-17.1	Prices will remain fixed; however, in case of increase and decrease in no. of pages (as per recommendations by the subject experts) prices

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			will be calculated on pro-rata basis.
10.	**Liquidated Damages (GCC Clause 23)**	GCC-23.1	Penalty shall be applicable in case bidder fails to deliver textbooks/teachers guides at selected destination within stipulated delivery time period as mentioned in clause - 5. Penalty will be charged / deducted for the delay of per week 5% value of remaining quantity of Contract Price after 2 weeks 10% and maximum penalty shall reach up to 50% of contract price of remaining quantity of textbooks/teachers guides, if the bidder fails to deliver textbooks at selected destination within given time frame as per clause - 5.
11.	**Resolution of Disputes (GCC Clause 28)**	GCC-28.3	In case of a dispute between the P.A and the supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the P.A's as per bidding documents.
12.	**Subletting**		The supplier shall not be allowed for subletting or subcontracting. All the printing and binding work of textbooks/teachers guides is mandatory to be performed in the premises of successful bidder's own printing press. Subletting of any awarded printing, binding and supply of textbook/teachers guides outside the premises of its own printing press in any manner or in any processes, or in any part shall be deemed as breach of contract. If found guilty at any stage, the Contract shall be terminated with immediate effect and performance security will be forfeited.
13.	**Equipment / Machineries / Eligibility of Technical Qualification**		Bidder should possess its owned complete setup of printing and binding machines is mandatory for the eligibility of technical qualification. The ownership documents and physical verification of complete setup of printing and binding machines should be attached. All the equipment / machinery's age / model should be at least year 1986 or above in printing, binding capacity section of technical evaluation criteria. No marks shall be given if the printing and binding machines are less than 1986 Models. Qualifying Marks should be minimum 70% of technical evaluation criteria.
14.	**Governing Language (GCC Clause 29)**	GCC-29.1	The governing language shall be English.

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15.	**Applicable Law (GCC Clause 30)**	GCC-31.1	The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation: i. The Employment of Children (ECA) Act 1991 ii. The Bonded Labor System Act of 1992 iii. The Factories Act 1934
16.	**Notices (GCC Clause 31)**	GCC-31.1	The procuring agency's address for notice purposes shall be as under: Head Office, Sindh Textbook Board, Allama I.I – Kazi Campus, University of Sindh, Jamshoro. E-mail : sindh.textbook.board@gmail.com



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PART TWO – SECTION IV.

SCHEDULE OF REQUIREMENTS



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Delivery Schedule

Delivery of textbooks/teachers guides shall be completed within 30 days with effect from issuance of print order by the Procuring Agency, Otherwise the P.A. reserves the right to cancel work order and award work to the second most advantageous bidder. Before submission of bid for the Lot, prospective firm must ensure its internal production capacity to fulfill delivery schedule as per requirement.
Note: The Procuring Agency reserves the right to adjust the quantity of textbooks/teachers guides, either by increase or decrease, at any stage based on actual requirements.

SCHEDULE OF DELIVERY

1st Installment 50% quantity .... 15 days after issuance of Print Order
2nd Installment 50% quantity ... 30 days after issuance of Print Order

Corrected copies, USBs and Films will be provided at the time of signing of contract to the successful bidder.

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Sr. No	Subject of Books	Category of Books	Medium	No. of Pages incl. Title Cover	Size	Cover Page	Printing & Binding		Color Scheme	Quantity	Bid Security
Package – A											
1	English	Textbook	English	104	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	3850	3000000
2	English	Teacher Guide	Sindhi	29	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	1250	
3	English	Teacher Guide	Urdu	52	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	50	
4	Maths	Textbook	Sindhi	106	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	3800	
5	Maths	Textbook	Urdu	104	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	500	
6	Maths	Teacher Guide	Sindhi	39	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	1250	
7	Maths	Teacher Guide	Urdu	31	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	50	
8	Sindhi	Textbook	Sindhi	104	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	3800	
9	Sindhi	Teacher Guide	Sindhi	41	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	1250	
10	Urdu	Textbook	Urdu	120	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	500	
11	Urdu	Teacher Guide	Urdu	184	20x30/8	4 color matt with lamination on 210 gsm card	4 Color on Offset Paper	Pin Punch	4	50	

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12	English	Textbook	English	136	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	4210	
13	English	Teacher Guide	Sindhi	33	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	1370	
14	English	Teacher Guide	Urdu	36	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	50	
15	Maths	Textbook	Sindhi	152	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	4160	3000000
16	Maths	Textbook	Urdu	150	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	500	
17	Maths	Teacher Guide	Sindhi	35	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	1370	
18	Maths	Teacher Guide	Urdu	42	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	50	
19	Sindhi	Textbook	Sindhi	142	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	4160	
20	Sindhi	Teacher Guide	Sindhi	39	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	1370	
21	Urdu	Textbook	Urdu	142	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	500	

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22	Urdu	Teacher Guide	Urdu	44	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	50	
23	English	Textbook	English	80	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	
24	Sindhi	Textbook	Sindhi	53	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	3000000
25	Maths	Textbook	Sindhi	206	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	2000	
26	Science	Textbook	Sindhi	143	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	2000	
27	S. Studies	Textbook	Sindhi	122	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	
28	ICT	Textbook	Sindhi	68	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	

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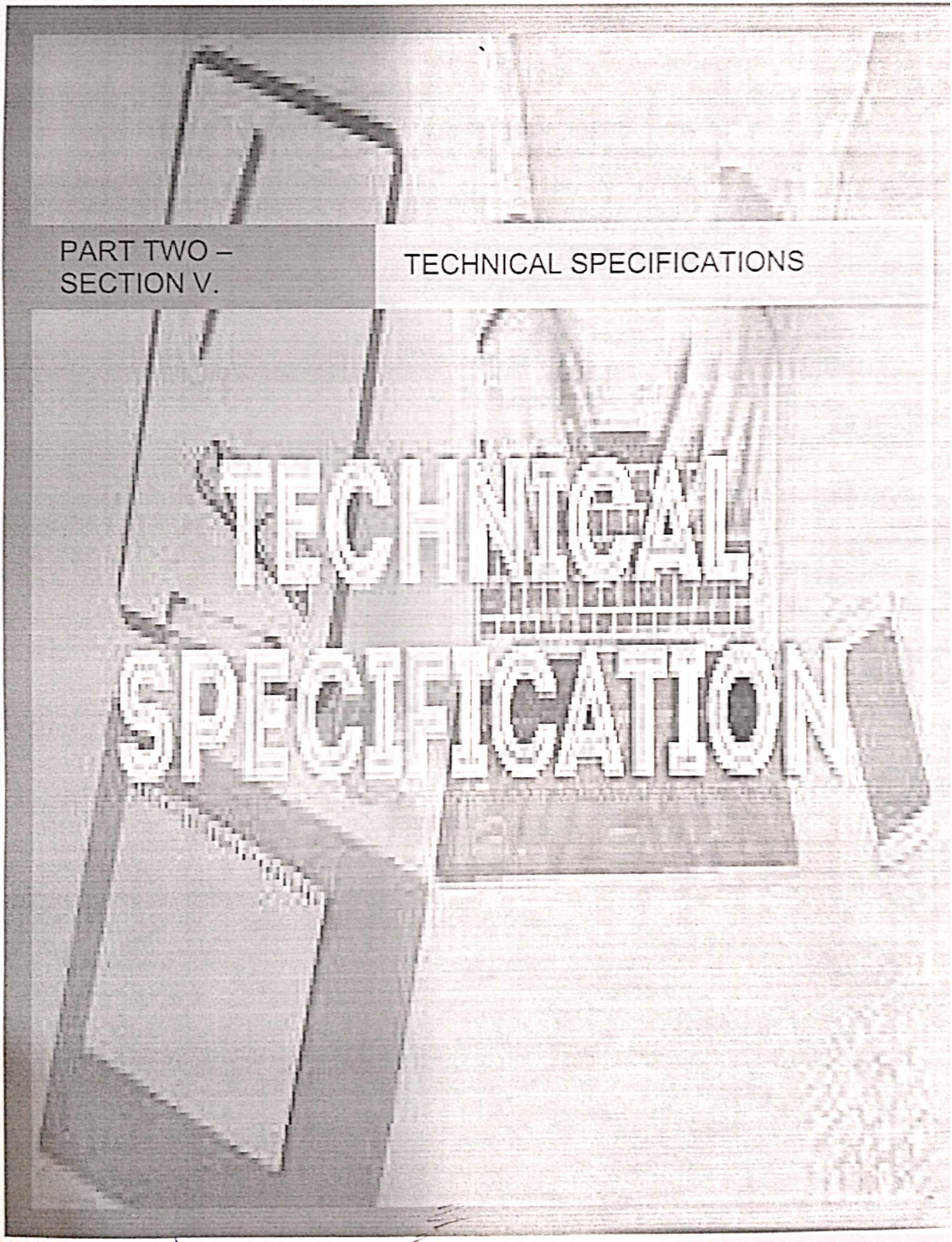
29	Islamiat	Textbook	Sindhi	116	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	1400	
30	R. Studies	Textbook	Sindhi	76	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	600	
31	English	Textbook	English	84	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	
32	Sindhi	Textbook	Sindhi	78	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	
33	Maths	Textbook	Sindhi	129	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	2000	3000000
34	Science	Textbook	Sindhi	162	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Hot Glue	4	2000	
35	S. Studies	Textbook	Sindhi	61	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	
36	ICT	Textbook	Sindhi	66	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	2000	
37	Islamiat	Textbook	Sindhi	49	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	1400	
38	R. Studies	Textbook	Sindhi	86	22x32/8 7.3"x10.20 "	4 color matt with lamination on 210 gm bleach card	4 Color on Offset Paper	Pin Punch	4	600	

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Sr. No.	Name of Textbook	Class	Medium	Text Pages	Title Pages	Total Pages	Color Scheme	Size	Binding	Quantity (A)	Quantity (B)	Bid Security
Package - 26 (Twenty Six)												
1	Islamiyat	VI	Urdu	130	4	134	4	20x30/8	Hot Glue	3,000.00	1412	
2	Moashrati Uloom	VI	Urdu	232	4	236	4	20x30/8	Hot Glue	977.00	1412	
3	Computer Education	VI	Urdu	208	4	212	4	20x30/8	Hot Glue	3,067.00	1412	
4	Riazi	VI	Urdu	264	4	268	4	20x30/8	Hot Glue	4,000.00	1412	
5	Urdu Reader	VIII	Urdu	128	4	132	4	20x30/8	Hot Glue	1,000.00	896	
6	Riazi	VIII	Urdu	272	4	276	4	20x30/8	Hot Glue	3,000.00	896	
7	Science	VIII	Urdu	192	4	196	4	20x30/8	Hot Glue	3,000.00	896	
8	Islamiyat	VIII	Urdu	124	4	128	4	20x30/8	Hot Glue	5,000.00	896	
9	Computer Education	VIII	Urdu	162	4	166	4	20x30/8	Hot Glue	2,000.00	896	
10	Moashrati Uloom	VIII	Urdu	274	4	278	4	20x30/8	Hot Glue	3,000.00	896	
11	Asan Sindhi	VIII	Urdu	64	4	68	4	20x30/8	Pin Binding	5,000.00	7837	
12	P.J Physics	IX	Urdu	80	4	84	4	22x32/8	Pin Binding	1,000.00	100	
13	P.J Chemistry	IX	Urdu	72	4	76	4	22x32/8	Pin Binding	1,000.00	100	
14	P.J Biology	IX	Urdu	116	4	120	4	22x32/8	Hot Glue	1,000.00	0	2500000
15	P.J Physics	IX	English	80	4	84	4	22x32/8	Pin Binding	10,000.00	1992	
16	P.J Chemistry	IX	English	72	4	76	4	22x32/8	Pin Binding	10,000.00	1992	
17	P.J Biology	IX	English	120	4	124	4	22x32/8	Hot Glue	10,000.00	1711	
18	Physics	X	Urdu	242	4	246	4	20x30/8	Hot Glue	1,000.00	0	
19	Chemistry	X	Urdu	144	4	148	4	20x30/8	Hot Glue	2,000.00	0	
20	Biology	X	Urdu	200	4	204	4	20x30/8	Hot Glue	2,000.00	0	
21	Computer Science	X	Urdu	150	4	154	4	20x30/8	Hot Glue	1,000.00	0	
22	P.J Computer Science	X	Urdu	68	4	72	4	22x32/8	Pin Binding	1,000.00	0	
23	Mutala-e-Pakistan	X	Urdu	194	4	198	4	20x30/8	Hot Glue	1,000.00	0	
24	Riazi	X	Urdu	316	4	320	4	20x30/8	Hot Glue	1,000.00	0	
25	Asan Sindhi	X	Urdu	92	4	96	4	23x36/16	Pin Binding	5,000.00	4917	
26	General Science	X	Urdu	88	4	92	B/W	20x30/8	Pin Binding	700	0	
27	General Riazi	X	Urdu	208	4	212	B/W	20x30/8	Hot Glue	700	0	
28	Civics	X	Urdu	80	4	84	B/W	20x30/8	Pin Binding	700	0	



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PART TWO –
SECTION V.
TECHNICAL SPECIFICATIONS
TECHNICAL
SPECIFICATION

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Technical Specifications

The supplier shall ensure that the textbooks/teachers guides supplied under this contract shall conform to the technical specifications and standards mentioned below:

Paper Quality: For printing of textbooks/teachers guides, the supplier(s) shall use paper meeting following specification:

TEXTBOOKS/TEACHERS GUIDES LOT (PACKAGES) – A & 26

Paper Type	GSM g/m2	Brightness %	Burst Factor	Opacity %	Tear Factor
White Offset Printing Paper (both sides glazed) not recycled	68 ±5 (average should not be < 68 GSM)	80 +	12 Minimum	85 minimum	MD CD 40 45 (±5)
	Thickness um 95-98				

Bleach Board One Sided Coated 210-220 GSM:

I. Bleach Board One Side Coated 21x31/210-220
II. Bleach Board One Side Coated 23x33/ 210-220
Front Side pure White Coated
Back Side Uncoated White/Vanilla

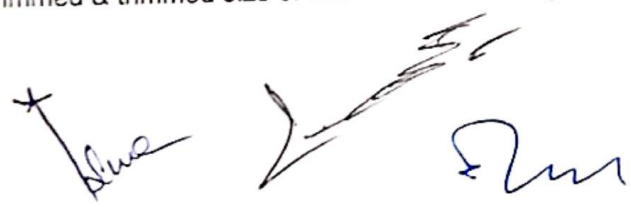
Property of Bleach Paperboard	Unit	Tolerance	Values
Grammage	g/m²	± 3%	210-220
Thickness	Microns	± 4%	285 (± 4%)
Moisture content	%	± 1	3.5 to 7
Brightness top	%	± 5	80 -85
Brightness back	%	±5	80-85
Burst Factor		±4	12-15

Caution: Books paper, bleach board / card, printing, and binding quality of textbooks//teachers guides should meet 100% of the required technical specifications otherwise payments shall not be made. The P.A. reserves the right to verify technical specifications of textbooks/teachers guides (sample random or all) through inspection any third party firm. The outer title of all the textbooks/teachers guides should be in 4 color and the text pages must be as mentioned in schedule of requirements.

A. For the paper and bleach card used for printing & binding of textbooks/teachers guides, the bidder shall submit original sales tax invoices of approved paper as per consumption quantity of paper issued by manufacturer/ authorized dealer along with the bill. Without which Bill will not be entertained.

B. The bidder shall use superior brand imported inks and imported coated plates or equivalent.

C. The untrimmed & trimmed size of textbooks/teachers guides is as under:



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Sr.#	Untrimmed Size	Trimmed Size
I.	22x32/8	7.3" x10.20"

C. The books shall be bound in pin binding.

D. The opposite sides of the textbooks/teachers guides be parallel to each other and adjacent sides be perfectly perpendicular (90°) to each other with fine cutting.

E. Print line must be given at the back side of "inner title' pasted with title cover or as directed by P.A. along with, year of print and number of copies printed.

F. All copies of the textbooks/teachers guides shall be serially numbered as per direction of the P.A.

G. The authorized representative of the P.A. shall inspect the printed textbooks/teachers guides at the premises of successful bidder. Only those textbooks/teachers guides shall be accepted for supplies which are absolutely in accordance with the technical specification. Textbooks/teachers guides, paper, bleach card, printing and binding quality should meet 100% as per National Standard of Technical Specification P.A reserves the right to reject the part or whole consignment.

H. During the Printing and Binding process, the P.A.'s authorized officer/ committee members/ staff shall inspect the quality of text paper bleach card printing material, binding material such as ink plates, hot glue etc., used for printing & binding of the textbooks as per technical specification.

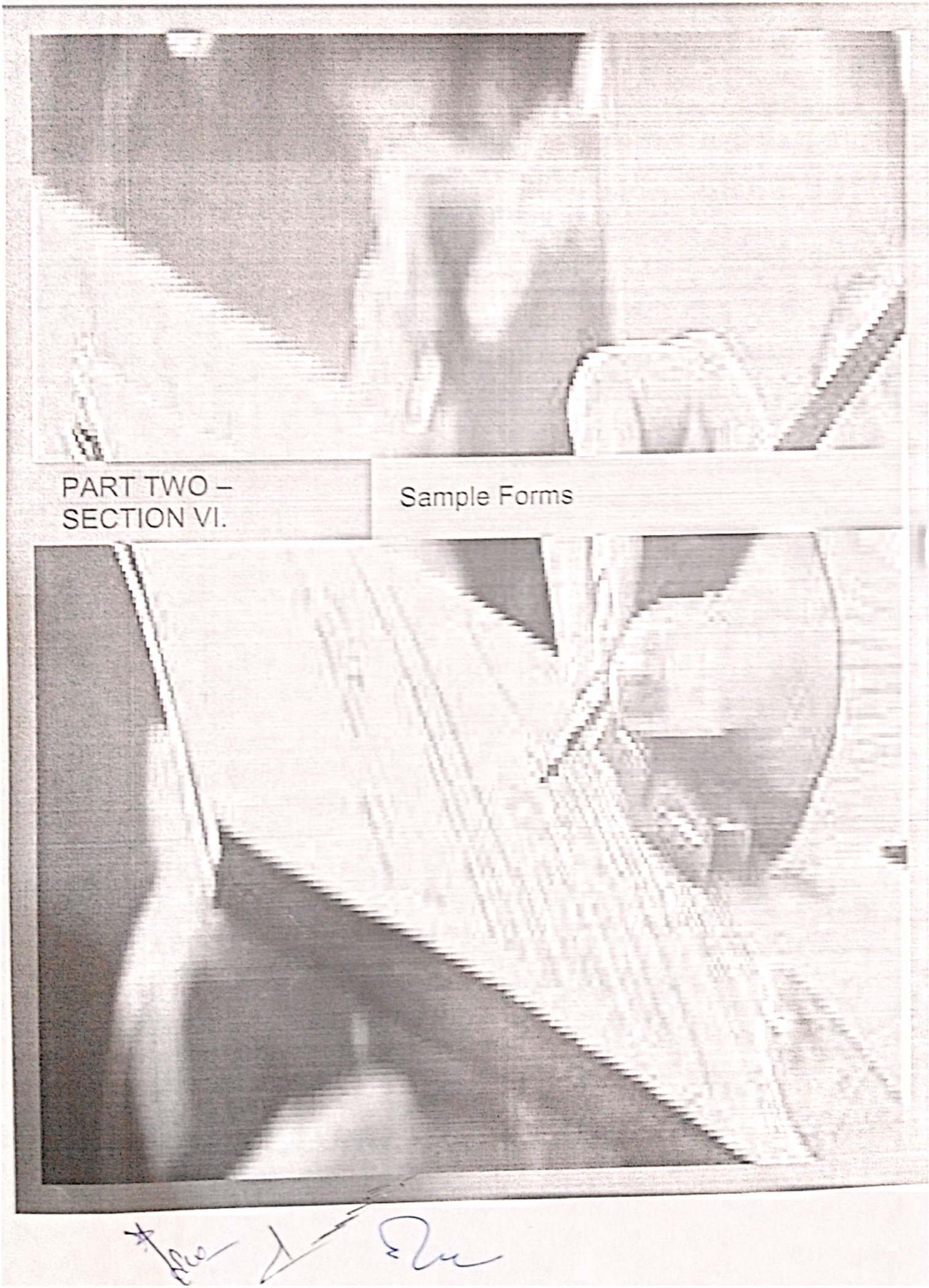
I. The P.A. shall provide printed copies and print ready soft copies of latest editions of the textbooks/teachers guides at the time of issuance of supply order/ contract agreement. The successful bidder will prepare and submit sample copy of books for approval of P.A before entering into final printing of books.

J. The supplier is required to prepare the films of the books & return the same to the P.A. after completion of the printing job assigned to him.

K. In addition the supplier shall arrange and supply 0.1% of the total consignment as official record copies without any charges, failure in supply the amount shall be deducted from the bill.



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PART TWO –
SECTION VI.

Sample Forms

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Sample Form 2	**Agreement Form**	38
Sample Form 3	**Performance Security Form**	39
Sample form 4	**Integrity Pact**	40



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1. Bid Form and Price Schedules

Date: _____
Work order No. _____

To,

The Secretary,
Sindh Textbook Board,
Government of Sindh,
Karachi.

Dear Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the required items in conformity with the said bidding documents for the sum of **Rs. [total bid amount in words and figures]** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to ten (10) percent of the contract price/ pay order for the due performance of the contract, in the form prescribed by the purchaser.

We agree to abide by this Bid for a period of **[number]** days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or Gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2025

_____ _____

Signature In the capacity of

Duly authorized to sign bid for and on behalf of _____

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Form-II

Price Schedule in Pak Rupees

Name of bidder:_____ IFB Number _____ Page of _____

1	2	3	4	5	6	7
Item	Description	Country of Origin	Quantity	Unit Price	Total	Remarks (if any)
Grand Total						

Signature of bidder _____

Note:

(i) This financial sheet shall be filled online using EPADS website i.e.https://portalsindh.eprocure.gov.pk/.

(ii) In case of discrepancy between unit price and total, the unit price shall prevail.

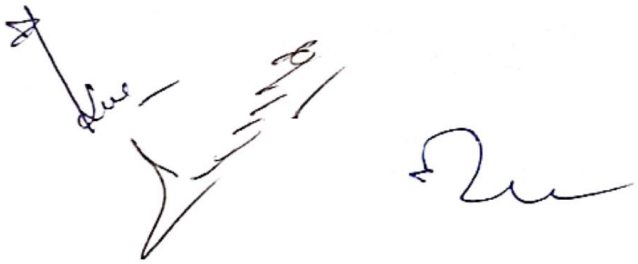
(iii) The unit and total prices delivered at P.A. office should include the price of incidental services. No separate payment shall be made for the incidental services.

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Form-III

Previous Relevant Experience of Supply of Items/ services under Contract

Sr. No.	Assignment Description	Name/ Contract Details of Client	Cost	Start Date	End Date	Remarks



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2. Agreement Form for the Printing Binding and Supply of Textbooks/Teachers Guides

This agreement is made on _____ day of_____, 2026 between *Sindh Text Book Board* (hereinafter called "the Procuring agency") of the one part and *[name of supplier]* of *[city and country of supplier]* (hereinafter called "the supplier") of the other part;

Whereas the procuring agency invited bids for printing, binding and supply of textbooks/teachers guides for distribution among students of SE&LD and Non-Formal Education schools in Sindh during the academic year 2026-27, and has accepted a bid by the supplier for supply of textbooks/teachers guides for free distribution in the sum of *[Agreement price in words and figures]* (hereinafter called "the Agreement Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Bidding Documents referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

(a) the Bid Form and the Price Schedule submitted by the Bidder;
(b) the Schedule of Requirements;
(c) the Technical Specifications;
(d) the General Conditions of Bidding Documents;
(e) the Special Conditions of Bidding Documents; and
(f) the Procuring agency's Notification of Award

3. In consideration of the payments to be made by the procuring agency to the supplier as hereinafter mentioned, the Supplier hereby covenants with the procuring agency to provide the goods printing, binding and publishing of textbooks/teachers guides for free distribution and to remedy defects therein in conformity in all respects with the provisions of the Agreement.

4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods printing, binding and publishing of textbooks/teachers guides for free distribution and the remedying of defects therein, the Agreement Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Agreement.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the procuring agency)

Signed, sealed, delivered by _____ the _____ (for the supplier)



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3. Performance Security Form

To: *[name of Procuring agency}*

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 20_____ to supply *[description of goods and services] (hereinafter called "the Contract")*.

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____20_____.

Signature and seal of the Guarantors

_____

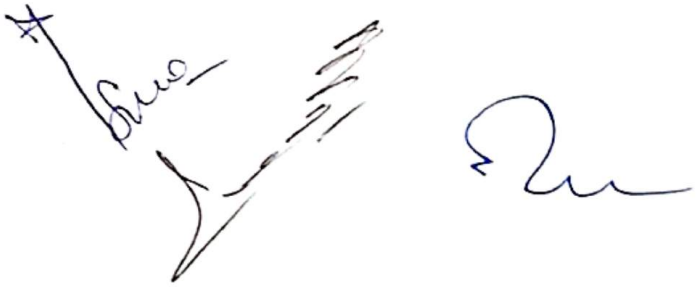
[Name of bank or financial institution]

_____

[address]

_____

[date]



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Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: Dated:
Contract Value:

Contract Title: **Printing, Binding & Supply of Textbooks/Teachers Guides**

M/s_____ hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, M/s_____represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

M/s_____certifies that it has made and will make fulldisclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent theabove declaration, representation or warranty.

M/s_____accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest , privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, M/s. agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by M/s_____as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation orbenefit, in whatsoever form, from PA.

_____ _____
[Procuring Agency] [Supplier /Contractor/Consultant]

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