

PLEASE READ CAREFULLY

- ❖ Kindly print this bidding / Tender documents, read carefully, fill, sign & stamp on each page and submit with the technical quotation 02 sets.

- ❖ Participating bidders are required to submit bids according to the instructions mentioned in this invitation to tender (IT). These bids should meet the requirements / criteria illustrated in this IT with fulfillment of other terms and conditions of the tender.

- ❖ According to PPRA rule 31, no bidder is allowed to alter or modify this bid after its opening. Moreover, as per rule 36 (b/vi), no amendment in the technical proposal is permitted during the technical evaluation. Therefore, in the light of prevailing Govt procedures, requests for amendments in quotations and clarification leading to change of substance of bid after opening of bids cannot be accepted and bids not conforming to tender requirements are liable to be rejected.

- ❖ Participating bidders are therefore requested to read the bidding document thoroughly and submit their quotes accordingly without any condition in conformance to all tender requirements including Bid / Quote validity, Delivery period, provisioning of **10%** Bank Guarantee confirmation etc. for consideration of bid. Bid found non-conforming to tender requirements is liable to be rejected on tender opening date.

- ❖ **Participating firms are to provide particulars of their representative supposed to attend tender opening on behalf of the firm on Phone No 051-90990 2619 /2624 at least 01 day prior to tender opening.**

GOVERNMENT OF PAKISTAN
PAKISTAN AERONAUTICAL COMPLEX BOARD KAMRA

INVITATION TO TENDER AND GENERAL INSTRUCTIONS TO TENDERER
(FOR)

Tender No. PACB / 1615 / SO (Log) /PC-21
Commercial Wing
Pakistan Aeronautical Complex
Kamra Distt, Attock
Tele: - 051-909902619, 2624
Dated: - June, 2026

M/S

Dear Sir,

1. I invite you to tender for the supply of store as per details given in the attached **Schedule to Tender** (Form PACB – 02A)

2. **CONDITION GOVERNING CONTRACTS.** The “Contract” made as a result of this Tender Inquiry shall mean the agreement entered in to between the parties that is the “Purchaser” and the “Seller” on PACB Contract Form PACB – 03 in accordance with the law of contract Act, 1872, General Conditions contained in PACB – 10 and other special conditions that may be added to given contract for the supply of PAC stores specified therein.

3. **DELIVERY OF TENDER.**

(a) **Commercial Offer.** It should indicate prices quoted in figures as well as in words, confirmation to terms & conditions as per tender inquiry and clearly marked on face of the envelope **“Commercial Offer with prices”** tender number and date of opening.

(b) **Technical Offer.** It should contain all relevant essential literatures/brochures and clearly marked on face of the envelope **“Technical Offer without prices”** tender number and date of opening.

(c) Both the **“Envelops”** of commercial and technical offers should be enclosed in one cover, properly sealed and bear the address of this office, tender number and opening date.

(d) Technical offer i.e. without prices will be opened on the opening date and sent for technical scrutiny. Commercial offer will be opened on receipt of technical acceptance of all those firms whose offer will be technically accepted by the technical authorities. Date of opening for technically accepted offer will be intimated to the firm in advance. Offers that are not technically accepted will be returned to the firms un-opened.

4. **FORM PACB - 02A & PACB - 02B:** Form **PACB - 02A & PACB - 02B** duly filled-in are to be returned with the offer duly signed by the authorized signatory person.

5. **RETURN OF TENDER INQUIRY:** In case you are **NOT** quoting, the Tender Inquiry should be returned stating the reason for **NOT QUOTING.** In case of failure to response consecutively for three occasions, PAC Board will be constrained in the interest of economy to consider the exclusion of your firm from the future distribution list of Tender Inquiry.

6. **DATE & TIME FOR RECEIPT OF TENDER:** Your tender must reach this office by the date and time specified in the **Schedule to Tender** (PACB – 02A attached). The Directorate will not accept any excuse of delay occurring in post. Tender received after the appointed time will, **NOT** be entertained. The appointment time will, however fall on next working day in case of closed/forced holiday; telegraph/Fax/Telex bids will be rejected unless specifically asked for.

7. **DELIVERY PERIOD:** Stores are required within minimum possible delivery period, in the shortest time frame (not more than 30 days). Offers with minimum delivery period are likely to be preferred. However, delivery period is to be factual as no extension will be subsequently granted except under extreme unavoidable circumstances beyond control of SELLER or under Force Majeure for which intimation with full justification / evidences is to be dispatched well in advance for consideration.

8. **RIGHTS RESERVED:** PAC Board may reject all bids or proposals at any time prior to the acceptance of a bid or proposals. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

9. **UN-CALLED OFFER:** Un-called offers / quotation will be rejected.

10. **ADDITION AND DELETION OF STORE:** The purchaser has the right to increase or decrease the quantity of any item and cancellation of the contract partially or fully without any financial repercussion on either side without assigning any reason within 30 days of signing the contract. Such information will be passed on to the SELLER through the fastest means e.g. telephone, telegram or fax etc.

11. **VALIDITY OF OFFER:** The quoted rates must be valid till **30 June, 2027.**

12. **TECHNICAL LITERATURE, SPECIFICATION AND INTERCHANGEABILITY:** Offers are to be submitted in duplicate supported by brochure and technical literature in original. Offers must conform to tender specification. Any deviation in specification must be highlighted in the quotation. A certificate of complete interchangeability must be endorsed on the quotation for all substitutes or in lieu item, otherwise the same are likely to be rejected.

A copy of relevant page of publication must be attached to prove correctness of offered /interchangeable / in lieu item.

13. **DEVIATION FROM SPECIFICATION:** Stores received at consignee, if found not conforming to the contract specification will be rejected and replacement in accordance with contractual specification against rejected stores would be provided to consignee as per delivery schedule laid down in the contract. In case stores are rejected after delivery schedule of the contract, replacements are to be provided at the earliest or by the date advised by Directorate of Procurement PAC Board. Rejected store will be returned after receipt of its replacement.

- 14. PACKING:** Stores must be dispatched in standard trade packing unless otherwise specified to protect them against any damage. Any loss/damage caused due to poor packing will be recovered from the Supplier.
- 15. RESTRICTION OF EXPORT / IMPORT LICENSE:** Offer subject to restriction of Import/Export License will not be entertained.
- 16. APPLICATION OF OFFICIAL SECRET ACT:** All matters connected with this inquiry and subsequent actions arising thereafter fall within the scope of the Pakistan Official Secret Act 1923 which forbid providing contractual information to unauthorized / unconcerned person/organization. You are therefore, requested to ensure complete secrecy regarding documents and stores concerned with the inquiry to limit the number of employees having access to this information.
- 17. EXAMINATION OF SPECIFICATION / SAMPLES.** When sealed pattern of stores are mentioned in the "Schedule to Tender" these may be seen at the place stated in the schedule and should be examined by you, or competent person on your behalf before the submission of tender.
- 18. PRICES** The prices quoted must be per unit of issue / accounting unit as shown in the "Schedule to Tender" inclusive of sales tax/excise duty and surcharges. The breakdown of taxes/excise duty is to indicate separately. The prices must be stated for each item separately in Pak currency. Over writing / erasing in prices will be rejected.
- 19. COUNTRY OF MANUFACTURE** Country /place of manufacture of stores is to be provided along with offer.
- 20. DISQUALIFICATION:** Offers are liable to be rejected if: -
- (a) There is deviation from any instruction.
 - (b) Offers are found conditional or incomplete in any respect.
 - (c) Multiple rates are quoted against one item.
 - (d) Manufacturer relevant brochure is not attached (in case of equipment or major assemblies of equipment)
 - (e) Form **PACB – 02A, PACB – 02B, PACB – 02C (Questionnaire) and PACB – 02D (Special Instructions)** filled in and signed by the tenderer are not received with the offer.
 - (f) Offer received later than appointed time and date.
 - (g) Tender specification if not confirmed in the offer. In case of equipment/ major assemblies manufacturer's brochures shows specification different from those given in tender.
 - (h) Over writing / erasing in prices will be rejected.
 - (j) Change in prices by the Seller after opening of tender will not be entertained and will be considered against sanctity of tender unless asked by Commercial Wing PAC Board.
 - (k) Quotations are received for those Tender Inquiries / store for which firm is not registered/indexed with DGDP.

(l) Prices are inclusive of sales taxes and surcharges, but break down is not shown separately.

(m) Treasury Challan Form No. F-32A of **Rs. 3000/-** unregistered / un-indexed Firms and **Rs. 200/-** for registered Firms and **draft of Earnest Money** as per "Special Instructions Form DP-2 is not provided.

21. PAYMENT: 100 % payment will be released on issuance of CRV after inspection of stores and on presentation of necessary documents to the CMA (ISO's) / CMA (DP)

22. ADDITIONAL INFORMATION: -

Following information / certification must be provided along with offer: -

(a) Photocopies of valid registration and indexation with PAC Board Kamra or DGDP applicable to stores / equipment offered.

(b) A copy of DGDP letter showing financial capacity of firm.

(c) Financial load of contracts on the firm with PAC Board Kamra and from DGDP, DGP (Army), DP (Navy) and DP (Air) not yet materialized. Contract may not be awarded if cumulated value of supply order is beyond financial capacity of firm.

(d) Firm is to quote their General Index Number (GIN) and name of dealing bank in their quotation.

(e) Certified that stores offered are factory new and from latest production.

(f) Prices quoted are not more than local market prices and also not more than those are being charged from other buyers.

(g) Name of bank along with account Number.

23. BANK GUARANTEE: Performance Bank Guarantee up to 10% will be imposed on the award of contract.

24. INSPECTION / ACCEPTANCE OF STORES: -

(a) Stores will be accepted at firm's premises/consignee by the inspector / inspection officer of the concerned department / factory of PAC Kamra.

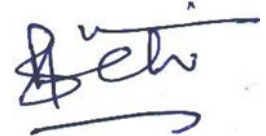
(b) Warranty / Guarantee as per format for period of one year will be applicable for stores commencing from the receipt of store installation at consignee.

25. CHECKING OF STORES: Store will be opened / checked at consignee in the presence of representative of firm if he arrives within 15 days after initiation of letter.

26. TENDER OPENING: Only authorized person of firm will be allowed to attend tender opening.

27. WITHDRAWAL OF OFFER: If the firm withdraws its offer within validity period the Competent Authority may place such firm under Embargo for a period, which may extend up to one year.

28. **TREASURY CHALLAN:** Offer must be accompanied by Challan Form No. F-32A of **Rs. 3000/-** unregistered / un-indexed Firms and **Rs. 200/-** for registered Firms obtained from State Bank of Pakistan/ Govt treasury under "**Major Head C02501-20 Main Head 12 Sub Head A Misc Code Head 1/845/30**" CMA (ISO's) Rawalpindi on behalf of "SO (Log) PAC, Kamra ". Only one offer can be made for same item on one challan. Multiple offer / rates, if quoted will be rejected.



(BENISH AMIN)
Squadron Leader
SO (Log)
PAC, Kamra
Tele: 051-909902619

Enclosure: -

Form PACB – 002
Form PACB – 02A
Form PACB – 02B
Form PACB – 02C
Form PACB – 02D
Form (DP-2)

GENERAL INSTRUCTIONS TO TENDERER
SCHEDULE OF STORE
UNDERTAKING CERTIFICATE
QUESTIONNAIRE
SPECIAL INSTRUCTION

SPECIAL INSTRUCTION FORM (DP-2)

(1) EARNEST MONEY (E.M.) “FOR” CONTRACTS

Registered Firms are required to deposit **02 %** Earnest Money of the total quoted value upto maximum ceiling of Rs **0.5** million and **Un-registered firms** are required to deposit **05 %** of the total quoted value upto maximum ceiling of **1.0** million along with the quotation in the form of Bank Draft / Pay order in favor of SO (Log) PAC, Kamra. Quotation not accompanied with Earnest Money will be rejected at the time of opening of the tender.

(2) RETURN OF EARNEST MONEY

- (i) Earnest Money will be returned to the firms except three lowest quotes on preparation of CST.
- (ii) Earnest Money to unsuccessful bidder out of three lowest quotes will be returned on finalization of contract.
- (iii) Earnest Money of the firm with whom contract is concluded will be returned on submission of Bank Guarantee, if stipulated in the contract.

(3) SALES TAX

Following documents must be attached with the quotation: -

- (i) A copy of registration of certificate issued by sales tax department duly authenticated.
- (ii) For all taxable goods, the bidders will have to mention sale tax in their offer which will clearly be mentioned in the contract if any item is quoted as nontaxable by the supplier than the bidder should attach necessary proof/ document with the quotation to confirm that item in question is non-taxable.
- (iii) On line Active Tax Payer Certificate may be attached with the quotation.
- (iv) Quotation is liable to be rejected if above mention documents are not attached with the quotation.

(4) FOR RELEASE OF PAYMENT The seller would be required to furnish document to Director Budget & Account of respective factories. However, such documents are not required along with tender/quotation: -

(i) Proof of registration with sales tax department, (copy of registration certificate).

(ii) Sales tax invoice showing description/quantity/value of the goods and correct amount of sales tax livable thereon.

(iii) Photocopy of sale tax return cum payment challan duly verified/attested.

(iv) If a supplier claims that he is neither importer nor manufacturer and not authorized to issue tax invoices, he is required to produce the sales tax invoice and attested copy of return cum challan issued by the concerned registered importers/ manufacturers from whom such supplier has procured the goods.

(v) For release of payment against "FOR" Imported contracts the supplier is to ensure: -

(a) Evidence of imports i-e Bill of Entry to CMA (DP) / CMA (ISO)

(b) Proof of payment of duty and taxes.

SCHEDULE OF TENDER

1. TENDER INQUIRY TENDER NO PACB / 1615 / SO (LOG) /PC-21
2. CLOSING DATE AND TIME OF TENDER 16 June, 2026 1030 HRS.
3. OPENING DATE AND TIME OF TENDER 16 June, 2026 1100 HRS.

SCHEDULE OF STORE

CENTRAL PROCUREMENT OF TYRES TUBES & FLAPPERS L/ITEMS = 66 (AS PER FORM PACB 02A)

Notes.

1. Quotation may please be submitted on '**FOR**' Kamra basis only.
2. Offers with early date of delivery of stores may be preferred.
3. Acceptance at consignee and would be subject to inspection by user/ quality staff and their clearance.
4. Packing of spares should be adequately done with sufficient absolute resistance material, so as to avoid from any damage during transportation.
5. **Serial number (S No)** of our listings should not be changed.
6. Multiple rates if quoted will not be accepted.
7. Stores must be of latest production series with 06 months warranty and latest model.
8. Commissioning / installation/ testing and training if required will be free of cost at consignee site by OEM.
9. **Registered Firms** are required to deposit **02 %** Earnest Money of the total quoted value upto maximum ceiling of Rs **0.5** million and **Un-registered firms** are required to deposit **05 %** of the total quoted value upto maximum ceiling of **1.0** million along with the quotation in the form of Bank Draft / Pay order in favor of SO (Log) PAC, Kamra. Quotation not accompanied with Earnest Money will be rejected at the time of opening of the tender.
10. Past performance of the firms may be considered.
11. The quoted rates must be valid till **30 June, 2027**.
12. Technical and Commercial quotes should be submitted as per the following formats.

Format for Technical Quote

S.No	Ind S. No	Tyres Specification	Tyres Type	Dimension	Make / Company	Origin	Qty	Quoted / Not Quoted

Format for Commercial Quote

S.No	Ind S. No	Tyres Specification	Tyres Type	Dimension	Make / Company	Origin	Qty	Unit Price (Without GST)

PAKISTAN AERONAUTICAL COMPLEX, BOARD KAMRA
SCHEDULE OF TENDER FOR CENTRAL PROCUREMENT OF TYRES, TUBES & FLAPPERS

1. Tender Inquiry No. PACB/1615/SO (Log) /PC-21
2. Closing date and time of tender 16 June, 2026 1030 Hrs.
3. Opening Date and Time of tender 16 June 2026 1100 Hrs.

List of Tyres Tubes & Flappers FY 2026-27
Case No PACB/1615/SO (Log) /PC-21

List of Tyres, Tubes & Flappers for FY 2026-27 CASE NO PACB/1615/SO(LOG)/PC-21							
Ind S No	TYPE OF VEHICLE	SIZE OF TYRE / DESIGN	PR	UI	Qty Tyres	Qty Tubes	Qty Flaps
1	S/Van	145 R12 C		Ea	5	0	0
2	Alto	145/80R13		Ea	5	0	0
3	Cultus Car	155/80 R13	8	Ea	36	0	0
4	Mobile flood light	155 R 13 LT		Ea	2	2	2
5	Suzuki Van, Pickup Mehran, BDV	165/70 R12	Radial / 08 PR	Ea	72	8	8
6	Car Cultus	165/65 R14	Radial / 08 PR	Ea	12	0	0
7	Car Cultus	175/70 R13	Radial /08 PR	Ea	37	0	0
8	Eletric Platform Truck	175R 14LT		Ea	12	0	0
9	P/Jeep	175/80R16		Ea	8	4	4
10	Hiace, D/Cabin, S/Cabin	185 R 14C	Radial	Ea	16	0	0
11	D/Cabin	185/ R 14C		Ea	5	0	0
12	Yaris Car,	185/60R15	Radial	Ea	8	0	0
13	Car GLI, Car Corolla	185/70 R14	Radial/ 08 PR	Ea	28	0	0
14	Car	185/65 R15	Radial	Ea	12	0	0
15	S/Cabin D/Cabin, Shehzore	195R14C	Radial 08 PR	Ea	45	0	0
16	Hiace Toyota Ambulance,	195 R 15C	Radial/ 08PR	Ea	33	0	0
17	Car	195/65 R14	Radial/ 08PR	Ea	4	0	0
18	Grande, Corolla, Civic, Yaris Car, GLI, Altis	195/65 R15	Radial / 08 PR	Ea	49	0	0
19	Ambulance, Hiace	195/70 R15C		EA	10	0	0
20	BRV	195/75R-16C		EA	4	0	0

21	BRV	195/60 R16	Radial / 08 PR	Ea	16	0	0
22	Toyota D/Cabin, Jimny	205/70 R15	Radial / 08 PR	Ea	10	0	0
23	Hiace, S/Cabin, Jimny	205/70 R15C	Radial / 08 PR	Ea	12	8	4
24	D/ cabin, Jeep Rocky, Potohar	205 R16C	Radial / 08 PR	Ea	13	8	0
25	R/Jeep	215R15	08 PR	Ea	4	0	0
26	Car Grande	215/55 R16		Ea	4	0	0
27	Hiace	235/65 R16C	Radial / 08 PR	Ea	4	0	0
28	Tow Tractor	235/75R17.5		Ea	4	0	0
29	S/Cabin, D/cabin, DMAX	245/70 R16	08PR	Ea	12	0	0
30	S/Cabin, D/cabin	255/70 R15	Radial / 08 PR	Ea	8	0	0
31	S/Cabin	255/70 R15C	Radial / 08 PR	Ea	4	0	0
32	Revo, D/Cabin	265/65 R17	Radial / 08 PR	Ea	21	0	0
33	Revo, Fortuner, Prado jeep, D/Cabin	265/60 R18	08 PR	Ea	25	0	0
34	Land Cruiser V-8, Revo	285/60R18		Ea	12	0	0
35	Coach Daewoo	295/80 R22.5	Radial	Ea	7	7	7
36	BMC	315/80R22.5		Ea	10	10	10
37	Tractor Millat	14.9/13-28 RR		Ea	2	2	2
38	Tractor	12.4-24	8PR	EA	2	2	2
39	Nissan Prime mover, Crane,	11.00-20		Ea	25	25	25
40	Daewoo	11.00-R22.5	14 PR	EA	12	12	12
41	Truck, Bus, Prime mover, Coach, DFT	10.00-20	14 PR	Ea	84	84	84
42	Hino Bus, M/Sweeper	9.00-20		Ea	12	12	12
43	FCE	9.00R20	16 144/142L	Ea	12	12	12
44	Fork Lifter	8.25 X 15		Ea	6	6	6
45	AC Truck	8.25 X 20		Ea	7	7	7
46	Hobart GPU, HTS, RMB	8.25 R 16	Radial	Ea	12	0	0
47	Oxygen vehicle, Coaster	7.00 R16	Radial	Ea	6	6	6

48	BD-II	7.00-9		Ea	11	11	11
49	Fork lifter Netlift,	7.00-12 RR		Ea	2	2	2
50	Generator	7.00-15		Ea	14	14	14
51	Coaster	7.50 R16	10 PR	Ea	6	6	6
52	Tractor, HTS, Isuzu truck, Tower Crane	7.50-16	06 PR	Ea	26	26	26
53	BD-I	5.00-8		Ea	8	8	8
54	HTS	6.00-9	10 PR	Ea	4	4	0
55	Tractor	6.00-16	08PR	Ea	2	2	2
56	M/Cycle	3.00-17 R	6 PR	Ea	12	4	0
57	M/Cycle	2.25-17 F	04 PR	Ea	8	4	0
58	M/Cycle	2.50-17 R	04 PR	Ea	7	3	0
59	M/Cycle, CG125	2.50-18 F	04 PR	Ea	12	4	0
60	M/Cycle	2.75-17	04 PR	Ea	4	4	0
61	M/Cycle	2.75-18 F	04 PR	Ea	3	3	0
62	M/Cycle	2.75-18	06 PR	Ea	4	4	0
63	Fork Lifter Netlift,	300-15 FRT		Ea	2	2	2
64	MRAP	395/85/R20		Ea	5	5	5
65	Engine Transportation Dolly	18X7-89		Ea	8	0	0
66	HTS	18X7-8 (Rear)	12 PR	Ea	4	4	0

UNDER TAKING
(Fill in and Return)

To:

**Member Commercial
Pakistan Aeronautical Complex
Kamra Distt. Attock**

Dear Sir,

I/We hereby offer to supply to PAC Board the stores detailed in the Schedule to Tender or such portion thereof as you may specify in the contract at the prices given in Form **PACB – 02A** and further agree that this offer will remain valid up to _____ and will not be withdrawn or altered in terms of rates quoted and the condition stated therein on or before this date. I/We shall be bound by your communication of acceptance to be dispatched within the prescribed time.

I/We understood the instructions to Tenders and condition of contract as laid down in Form **PACB – 10** titled “**General Conditions Governing Contract**” and thoroughly examine specification / drawing and / or patterns quoted in the Schedule to Tender and am/are fully aware to the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

Yours faithfully

Witness’s Signature:

Name:

CNIC No.

Address:

Date:

Signature of Tenderer:

Name:

CNIC No.

Capacity in which Signing:

Address:

Date:

Tel:

Tel Ext / Fax

QUESTIONNAIRE TO BE FILLED IN BY TENDERER

1. Whether stores offered confirmed to the specification to this effect has been made in the quotation given in **Form PACB - 02** Yes / No
2. Whether deviation from the demanded specification is attached with **Form PACB – 02A**. Yes / No
3. Whether Technical (Duplicate) and Commercial quotations have been submitted separately and prices have been shown on commercial copy only. Yes / No
4. Whether the prices are exclusive of taxes/duties if so Whether taxes / duties have been shown separately. Yes / No
5. Whether **Form PACB – 02A and PACB – 02B** duly filled in and signed by the Tenderer have been returned in herewith. Yes / No
6. Whether original invoice Performa from principal has been enclosed herewith. Yes / No
7. Whether Bank Draft / Treasury Challan amounting to Rs, 3000/- or 200/- has been enclosed herewith. Yes / No
8. Whether copy of valid registration and indexation of principal have been enclosed herewith. Yes / No
9. Whether financial capability and financial load of contracts out standing against your firm and of your tender accepted by Organization under DGDP have been given. Yes / No
10. Whether store is to be checked at consignee presence of your representative. Yes / No
11. Earliest date by which delivery can be affected _____.
12. In which appointment / capacity are you signing the tender documents

(Signature of Tenderer)

(Name in Block Letters)

(Appointment in the Firm)

Dated: - _____

SPECIAL INSTRUCTIONS

Undermentioned information must be provided along with quotation else your quotation will be rejected: -

S No	Description / Requirements	Remarks / Attached
1.	Delivery Period 04 - 06 Weeks	
2.	Warranty Period One Year	
3.	Quotation Validity upto 120 Days	
4.	Terms of payment (as per Para 21 of IT)	
5.	BG % (Confirmation to provide 10% BG)	
6.	Complete Bank address and account detail for payment	
7.	NTN and STRN No	
8.	Previous Experience (Nature of Business and No of years in business)	
9.	Registration Status with PAC as (G.O.S stockist, Distributor)	
10.	Unregistered / non prequalified firms will apply for registration / prequalification as per PAC procedure and forms can be download from PAC website www.pac.org.pk	
11.	Signing Authority (Name, Designation, Contact Details)	
12.	Address of firm alongwith contact No, email etc.	
13.	Sample / Brochure	