



**EMBASSY OF PAKISTAN, PARIS
TRADE & INVESTMENT SECTION,
(AMBASSADE DU PAKISTAN, SECTION COMMERCIALE)
on behalf of Trade Development Authority of Pakistan**

INVITATION TO BIDS

The Trade Development Authority of Pakistan (TDAP), through the Trade & Investment Section, Embassy of Pakistan, Paris invites sealed bids from Stand Construction companies having valid construction licenses, insurances and necessary authorizations from the Exhibition Centers in France/EU with at least **5 years** of experience in building Country Pavilions at different international exhibitions in France/EU for setting up Pakistan Pavilion at SIAL International Food Festival 2026, Paris being held from October 17th to 21st 2026. Single stage-two envelope procedure shall be followed as provided in Public Procurement Rules, 2004 notified by the Government of Pakistan. This advertisement and tender documents are available on PPRA website <https://ppra.gov.pk/> and <https://mofa.gov.pk/paris>. The same can be requested via email at: pakcommsection@gmail.com

Duly completed bidding documents must reach at the address given below on/before 10th July 2026 by closing office hours. Bids will be opened on 15th July 2026 at 1100 hours at the following address.

**AMBASSADE DU PAKISTAN,
SECTION COMMERCIALE
32 Rue Washington 75008-Paris
Email: pakcommsection@gmail.com,
Tel: +33 145619977**

BIDDING DOCUMENTS

**For stand construction of Pakistan Pavilion at
SIAL 2026 Paris (October 17-21, 2026)**

**Tender No. 3(3)/SIAL-2026-CSP on website of PPRA (<https://ppra.gov.pk/>) and
Embassy of Pakistan, Paris (<https://mofa.gov.pk/paris>)**

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TENDER NOTICE

Stand Construction of Pakistan Pavilion at SIAL 2026, Paris

Sealed bids (Technical and Financial Proposals) are invited from reputable stand construction companies, registered with relevant French/EU authorities, for **construction of Pakistan Pavilion at SIAL International Food Festival 2026, Paris (17–21 October 2026)**.

Scope of Work

The work includes, but is not limited to:

- i. Design, construction, and dismantling of Pakistan Pavilion (approx. 357 sqm)
- ii. Construction of exhibitor booths, TDAP information booth and storage area
- iii. Provision of furniture, lighting, branding and graphics
- iv. Installation of electrical fittings and other utilities as per requirements
- v. Compliance with all safety, hygiene and exhibition regulations.

Terms and Conditions

The firm/company must be registered with relevant French/EU authorities and must provide valid registration and tax certificates.

- A bid security equivalent to 5% of the submitted financial cost shall be deposited in the form of a cheque. The successful bidder shall furnish a performance guarantee equal to 5% of the contract value, upon return of 5% bid security by the Procuring Agency.
- Single Stage – Two Envelope Procedure shall be adopted. Technical and Financial Proposals must be submitted in separate sealed envelopes.
- Technical bids shall be opened on **15th July 2026 at 1100 hours** in the presence of bidders or their authorized representatives.
- Incomplete or conditional bids shall not be entertained.
- The Embassy of Pakistan, Paris reserves the right to accept or reject any or all bids as per Public Procurement Rules (PPRA) 2004.
- This advertisement and tender documents are available on PPRA website <https://ppra.gov.pk/> and <https://mofa.gov.pk/paris>. The same can be requested via email at: pakcommsection@gmail.com

Submission Details

Bidding documents shall be submitted on or before **10th July 2026 by closing office hours** at the following address:

**AMBASSADE DU PAKISTAN
SECTION COMMERCIALE**
32 Rue Washington
75008 Paris, France
Tel: +33 (0)1 4569 1977
Email: pakcommsection@gmail.com

SCOPE OF BIDS

The Trade Development Authority of Pakistan, (TDAP) through the Commercial Section, Embassy of Pakistan in Paris hereafter called Procuring Agency, is interested in stand construction of Pakistan Pavilion at SIAL International Food Festival 2026, Paris from October 17th to 21st 2026.

All the interested firms/companies must be registered with concerned French/EU authorities and have a good reputation. Procuring Agency would give additional advantage to those interested bidders who are well reputed in the field and have a strong base/clientele from International Exhibitions.

INVITATION TO BIDS

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Single stage two envelope procedure shall be followed as provided in Public Procurement Rules, 2004 notified by the Government of Pakistan. This advertisement and tender documents are available on PPRA website <https://ppra.gov.pk/> and <https://mofa.gov.pk/paris>.

Duly completed bidding documents must reach at the address given below on/ before 10th July 2026 by closing office hours. The Bids will be opened on 15th July 2026 at 1100 hours at the Commercial Section, Embassy of Pakistan, Paris. Complete details/bidding documents are available on PPRA website <https://ppra.gov.pk/> and <https://mofa.gov.pk/paris>. The same can be requested via email at: pakcommsection@gmail.com

The Embassy of Pakistan reserves the right to cancel the bidding process at any time in accordance with Public Procurement Rules 2004.

AMBASSADE DU PAKISTAN
SECTION COMMERCIALE
32 Rue Washington
75008-Paris
Ph: 0033-(0)-145619977
Email: pakcommsection@gmail.com

INSTRUCTIONS TO BIDDERS

Bidders are advised to read the following contents of the Instruction to Bidders (ITB) carefully: -

- Stand construction at total area of 357 sqm (including TDAP information booth + store of 24 Sqm and 37 exhibitor booths of 9 sqm each).
- Stand construction using Modular aluminium frames for structure, up to the highest permissible height in the respective hall.
- Attractive stand construction.
- Division of stand in booths with highlighted/illuminated banner in the middle of the stand.
- Use of conventional elements for improved appearance.
- Illuminated panels for graphics to display Pakistan flag/TDAP logo above all stands well visible from all directions.
- Illuminations of each stand with at least 6 lights. Lights must be of same colour (preferably warm) at every exhibition.
- A highchair/barstool is required behind the front counter.
- Banner-construction above the booths to be highlighted/back-illuminated and of good quality. Banner design (media) will be provided for printing by the Trade & Investment Section before the fair. Extra spot lights to be used on the banners, as and where required.
- Company name of each exhibitor well visible from all directions, milk acrylic, back-lighted and spot-lighted.
- List of all exhibitors with stand numbers on one wall of the TDAP office, with Pakistan flag and TDAP logo preferably on back-lighted milk acrylic, otherwise well lighted.
- Flooring can be of green carpet or light brown wood and foil covering to protect the floor during building.
- Walls with graphics of each company.
- The material used for building the stand must be clean and of good quality. Lights and attachments should be of good quality.
- The table and chairs should be of good quality and comfortable. 1 table, 3 chairs, small counter, catalogue stands and a bin for every booth.
- The construction company would be responsible for the graphic printing for the booths of each exhibitor (3 walls per booth).

- One five-seater sofa set, coffee table, sink, coffee machine, stove for TDAP's information booth and store.
- All hygiene, safety and distancing rules required by the fair organizers must be observed and incorporated into the stand design and construction. All equipment necessary to fulfil these rules must be provided by the stand construction company within the quoted flat-rate price.
- The availability of approx. 15 % additional material and service over and above the contractual agreement must be ensured without additional charge, if required.
- 3D design and details specifications will be provided to the Trade & Investment Section, Paris with the bidding documents.
- The construction company will prepare the layout, which will first be approved by the Trade and Investment Section and then submitted by the company to the fair organizer, Comexposium, for final approval in accordance with the organizer's requirements.
- The stand **must** be completed by 10.00 a.m. on the handing-over day i.e 16th October, 2026. All equipment must be available in the individual booths at that time. The requisite furniture and equipment must be clean so that the exhibitors can start displaying their products immediately.
- Technical assistance for individual changes on handing over day, capable of communicating in English or French, at least one per each 5 stands.
- Daily technical assistance during the fair days on call.
- Submitted bids must be complete in all aspects in light of bidding documents within the specified date and time.
- Desired banner designs will be shared by the construction company for approval of TDAP.
- At least **three** sample stand designs are to be provided along with tender document by the bidder based on the floor plan of the fair.
- The firm/company must be registered/approved under local French/European laws.
- Bank Transfer would be the mode of payment.
- Payment will be made on receipt of original invoice.
- First Payment will not be more than 80% of the total amount and subject to verification by the Tender Committee.

- Remaining payment shall be made after the completion of 100% work and after due verification by the Tender Committee.
- The firm/company must have a tax identification number issued from concerned authority.

Cost of Bidding Documents

- The Bidder shall bear all the costs associated with the preparation and submission of his/her bid, and the Embassy shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- Complete details/bidding documents are available on PPRA website <https://ppra.gov.pk/> and <https://mofa.gov.pk/paris>. The same can be requested via email at: pakcommsection@gmail.com

Amendment (s) in the Bidding Documents

- ✓ At any time prior to the deadline for submission of bids, the Embassy of Pakistan, Paris, for any reason, whether at its own initiative or in response to clarification(s) requested by a prospective Bidder, may modify the Bidding Documents by amendment(s).
- ✓ All prospective Bidders that have received the Bidding Documents shall be notified of the amendment(s) in writing through Post and e-mail, and shall be binding on them.
- ✓ In order to allow prospective Bidders reasonable time for taking the amendment(s) into account in preparing their bids, the Embassy of Pakistan, at its discretion, may extend the deadline for the submission of bids.

Language of Bid(s)

- ✓ All correspondence, communications, associated with preparation of Bids, clarifications, amendments, submissions etc shall be written in English language only.

The Governing Rules

- ✓ The Bidding procedure shall be governed by the Public Procurement Rules, 2004 issued and amended from time to time, by the Public Procurement Regulatory Authority (PPRA), Government of Pakistan. All related rules are available on PPRA website <https://ppra.gov.pk/>

FORM OF BID

PROPOSAL SUBMISSION FORM

Title: Stand Construction of Pakistan Pavilion at SIAL 2026, Paris

To: AMBASSADE DU PAKISTAN,
SECTION COMMERCIALE,
32 Rue Washington, 75008 Paris, France

Dear Sir,

1. Having examined the Bidding Documents, including Instructions to Bidders, Terms & Conditions, Specifications, Drawings, and related documents, we, the undersigned, offer to execute and complete the works for **Stand Construction of Pakistan Pavilion at SIAL 2026, Paris**, in conformity with the said documents.
2. We undertake, if our Bid is accepted, to commence and complete the Works within the stipulated time schedule.
3. We agree to abide by this Bid for a period of **90 days** from the date fixed for submission and it shall remain binding upon us.
4. This Bid, together with your written acceptance, shall constitute a binding contract between us until a formal agreement is executed.
5. We declare that this Bid is made without any collusion with any other bidder.
6. We understand that the Embassy is not bound to accept the lowest or any bid received.
7. We confirm compliance with all applicable French/EU laws and regulations.
8. We understand that the Embassy reserves the right to accept or reject any proposal or annul the bidding process as per PPRA Rules 2004.

Dated this _____ **day of** _____ **2026**

Signature: _____

Name of Authorized Representative: _____

In the capacity of: _____

Company Name: _____

Seal: _____

Address: _____

BIDDING PROCEDURE

- The bidding procedure is governed under rule 36 “Procedures of Open Competitive Bidding” sub-rule (b) “Single stage – two envelop procedure”.
- The bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- The envelopes shall be marked clearly as FINANCIAL PROPOSAL and TECHNICAL PROPOSAL in bold and legible letters to avoid confusion;
- At the specified bid opening time/date initially, only the envelope marked TECHNICAL PROPOSAL shall be opened;
- The envelope marked as FINANCIAL PROPOSAL shall be retained in the custody of the procuring agency without being opened;
- The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified/requisite requirements;
- During the technical evaluation no amendments in the technical proposal shall be permitted;
- The financial proposals of bids shall be opened publicly at a time, date and venue announced to the interested bidders in advance;
- After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only.
- The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and
- The bid found to be the most advantageous bid, shall be accepted.

Deadline for Submission of Bids

- Bids must be submitted by the Bidders and received by the Procuring Agency on/or before the expiry of deadline. Bids received later than the deadline will be rejected.
- The Procuring Agency may, in its discretion, extend the prescribed deadline for the submission of bids by amending the bidding documents, in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

Late Bids

- Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall be rejected and returned unopened to the Bidder.

Withdrawal of Bids

- The Bidder may withdraw its bid after the bid's submission and prior to the deadline/closing time & date prescribed for submission of bids. No bid shall be withdrawn after opening of bids.

TERMS AND CONDITIONS

- Stand construction of Pakistan Pavilions at SIAL International Food Festival 2026, Paris will be the sole liability of the selected firm/company.
- No cash payment(s) will be made to the firm/company.
- The mode of payment options should necessarily be the part of offer/quotation, made by the firm.
- The prices include cost of construction and dismantling, cost of transportation and all general/additional settings.
- All the interested bidders must be compliant to all relevant French/European Union rules and regulations.
- The invoices should be addressed to:

**Trade Development Authority of Pakistan (TDAP),
5/F Block A, Finance & Trade Centre
P.O. Box. 1293, Shahrah-E-Faisal, 75200 Karachi, Pakistan**

- Each party will have the right to terminate the agreement by giving fifteen (15) days advance written notice to the other party.
- The final details regarding sizes and number of exhibitors for the fair will be contracted on its own, including the chosen final layout and specifications to meet the prevalent rules and regulations on safety and distancing issued by the fair organizer/local authorities. All such necessary changes to meet regulations are covered within the quoted rate.
- The payment will be made through Bank transfer on receipt of approval and funds from TDAP, Pakistan after receiving Original Invoice from the company.

PREPARATION OF THE BIDS

Preparation of the Bids (To be submitted by firm/company)

- The Bidder shall completely study the evaluation criteria indicating all the services to be provided for Stand Construction of Pakistan Pavilion at SIAL 2026, Paris.

Bid Price

- The Bidder shall indicate on the appropriate form prescribed in this Bidding Document the total bid price of the services, he/she proposes to supply under the Contract.
- Form prescribed for quoting of prices, should be typed with stamp and signatures. Any alteration/correction must be initialled. Every page of the bid is to be signed and stamped at the bottom.
- The Bidder should quote the prices of general requirements for overall stand construction/additional settings. The company/firm must quote only those prices of services as required, if these are different from the required services, then it may be rejected.
- The Bidder is required to offer a competitive price.
- No VAT is charged.
- While making a price quote, trend/inflation in the rate of services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of services shall be entertained.

Bid Currencies and Supporting Documents

- Prices shall be quoted in Euro.
- The bidders may like to provide the leaflets/brochures/catalogues of quoted products with the bid.

Documentation on Eligibility of Bidders

- Bidder shall furnish, as part of its bid, the documentary evidence mentioned in the eligibility criteria for the Bidder's eligibility and its qualifications to perform the Contract if his bid is accepted.

Bid Security/Performance Guarantee

- A bid security equivalent to 5% of the submitted financial cost shall be deposited in the form of a cheque. The successful bidder shall furnish a performance guarantee equal to 5% of the contract value, upon return of 5% bid security by the Procuring Agency.

SUBMISSION OF BIDS

Sealing and Marking of Bids

- The envelope shall be marked as “BID” in bold and legible letters to avoid confusion. Similarly, the Bidder shall seal the bid(s) in separate envelopes. The envelopes shall then be sealed in an outer envelope.
- The inner and outer envelopes shall:
 - be addressed to the Procuring Agency at the address given in the Invitation for Bids; and
 - have bid Reference number indicated in the Invitation for Bids, and a statement: “DO NOT OPEN BEFORE,” the time and the date specified in the Invitation for Bids for opening of Bids.
- The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared as “non-responsive” or “late”.
- If the outer as well as inner envelope is not sealed and marked as required by 1 to 3 above, the Procuring Agency shall assume no responsibility for the bid’s misplacement.
- The bids must be delivered by hand or by courier so as to reach the address of the Ambassade Du Pakistan, Section Commerciale, 32 Rue Washington, 75008-Paris on the date and time prefixed in the Invitation for Bids.

OPENING AND EVALUATION OF BIDS

Opening & Evaluation of Bid by the Procuring Agency

The “Bids” received, shall be opened by the Procuring Agency publicly in the presence of the Bidders or their representatives who may choose to be present at **Commercial Section, Embassy of Pakistan, Paris (Ambassade du Pakistan, Section Commerciale), 32 Rue Washington, 75008 Paris, France on 15th July 2026 at 1100 hrs.**

- All Bidders in attendance shall sign an attendance sheet.
- Prior to the detailed evaluation, the Procuring Agency shall determine the substantial responsiveness of Evaluation bid to the bidding documents. For purposes of this, a substantially responsive bid is one, which conforms to all the terms and conditions of the bidding documents without material deviation. Deviations from, or objections or reservations to critical provisions, such as those concerning Applicable Laws, delivery schedule, taxes & duties etc. shall be deemed to be a material deviation for Bids. 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.
- The Bids shall then be evaluated in terms of the compliance of the offered services technical specifications with the demanded ones.
- The Technically qualified Bids (i.e. compliant to technical requirements and other terms & conditions) shall be opened publicly on a specified date, time and venue, which shall be communicated to the bidders before opening of bids.
- The Procuring Agency shall open Bid (s) at the specified time and read out aloud its contents which may include name of the Bidder, items bided for and unit prices and total amount of the Bid (if applicable). The Procuring Agency may choose to announce any other details which it deems appropriate if not in conflict with the Public Procurement Rules, 2004, specifically Rule 28 (Opening of Bids).
- In the Bids, the arithmetical errors shall 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 Bidder does not accept the correction of the errors, its bid shall be rejected.
 - ✓ If there is a discrepancy between words and figures, the amount in words shall prevail.

REJECTION OF BIDS

- The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid under Public Procurement Rules (PPR) 2004. The Procuring Agency may upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds.
- Conditional or incomplete bid(s) shall be rejected.
- The bid(s) received with over-writing, cutting and doubtful figure shall be rejected.
- The Procuring Agency incurs no liability, solely by virtue of its invoking Rule 33.1 of PPR 2004, towards bidders who have submitted bids.
- Notice of the rejection of any or all bids shall be given promptly to the concerned Bidders that submitted bids.

Re-Bidding

- If the Procuring Agency rejects all bids, it may call for a re-bidding.

Announcement of Evaluation Report

- Announcement of Evaluation Report will be as per PPR 2004.

Contacting the Procuring Agency

- No Bidder shall contact the Procuring Agency on any matter relating to its bid. If a Bidder wishes to bring additional information to the notice of the Procuring Agency, it should do so in writing prior to its opening and announcement of evaluation report.
- 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. Canvassing by any Bidder at any stage of the bid evaluation is strictly prohibited. Any infringement shall lead to disqualification.

Queries regarding Bidding Documents

- A prospective Bidder requiring any clarification(s) on the Bidding Documents may notify the Procuring Agency in writing at the Embassy's address indicated in the Invitation for Bids. The queries may also be sent via fax, phone or on email. The Embassy shall respond in writing to any request for clarification(s) of the bidding documents, which it receives 5 days prior to the deadline for submission of bids prescribed in the Invitation for Bids. Written copies of the Procuring Agency's response (including an explanation of the query but without identifying the source of inquiry) shall be sent to all prospective Bidders who have requested for the bidding documents. It may, however, be noted that queries/clarifications must be sent/forwarded as per timelines mentioned above and any delayed query would in no way result in extension of the last day/time of submission of the bidding documents.
- Address for requesting a clarification or sending query for all correspondence(s) with the Trade & Investment Section, Embassy of Pakistan, Paris is as under: -

**AMBASSADE DU PAKISTAN
SECTION COMMERCIALE
32 Rue Washington, 75008-Paris
0033(0)145619977
Email: pakcommsection@gmail.com**

AWARD OF CONTRACT

Acceptance of Bid and Award of Criteria

- The Bidder whose bid is found the most advantageous bid, if not in conflict with any other law, rules, regulations or policy of the Government of Pakistan, shall be awarded the Contract, within the original or extended period of bid validity.

Notification of Award of Contract

- Prior to the expiration of the period of bid validity, the Procuring Agency shall notify to the successful Bidder in writing that his bid has been accepted.
- The notification of award shall constitute the signing of Contract for Agreement of Stand construction of Pakistan Pavilion at SIAL Food Festival 2026, Paris between the Procuring Agency and the successful Bidder.
- The enforcement of the Contract shall be governed by Rule 44 of the PPR-2004.

Signing of Contract

- After the notification of award, the Procuring Agency shall send the successful Bidder the Contract for Agreement for Stand construction of Pakistan Pavilion at SIAL Food Festival 2026, Paris in the bidding documents.
- The Contract shall become effective upon affixation of signature of the Procuring Agency and the selected Bidder on the Contract document.
- If the successful Bidder, after completion of all codal formalities shows an inability to sign the Contract then in such situation the Procuring Agency may award the contract to the next most advantageous Bidder or call for new bids.

TECHNICAL EVALUATION FORM

Total Marks 100

Minimum Qualifying Marks 60

Parameter		Total Marks	Other Essential Information (As mentioned against each Parameter)		
Serial No.	Evaluation Parameters		(To be filled in by the Bidding Company)	Criteria	Marks
1.	Incorporation of the Company	20		Experience 15 years and above	20
				Experience 10-15 years	15
				Experience 5-10 years	05
2.	Tax Certificate (Active Tax payer)	05		Yes	05
				No	0
3.	Relevant Experience	20		15 or more Completion tasks	20
				10-15 Completion tasks	15
				05-10 Completion tasks	05
4.	Company's Employees / Team's Experience (Please include details of the employees to be deployed for the work)	35		Experience 10 years and above	35
				Experience 5-10 years	25
				Experience 0-5 years	10
5.	Financial Viability of the Company	20		Annual Turnover above Euros 1 million	20
				Annual Turnover of Euros 500,000 to 1 million	15
				Annual Turnover less than Euros 500,000 million	05
		100			

Sign and Stamp

Please Note: Bidder is required to submit documentary proof for each parameter.

FINANCIAL PROPOSAL

Project Title: Stand Construction of Pakistan Pavilion (357 sqm) at SIAL Food Festival 2026, Paris (17–21 October 2026)

Party Name:

Name of Authorized Person:

S#.	Description	Dimensions / Quantity	Unit Price (€)	Total Price (€) (including taxes)
1.	Stand Construction (Shell Scheme & Structure)	357 sqm		
a.	Modular aluminium frames for structure	sqm		
b.	Flooring (carpet/wooden flooring)	sqm		
c.	Booth partitioning (37 booths of 9 sqm each)	-		
d.	TDAP Information Booth + Store	24 sqm		
2	Branding & Graphics			
a.	Printing & installation of graphics (3 walls per booth)	APR		
b.	Backlit banners / illuminated panels (Pakistan branding)	APR		
c.	Company name fascia (backlit acrylic)	37 booths		
d.	Exhibitor directory wall (with branding)	APR		
3	Furniture & Fixtures			
a.	Table, chairs (1 table + 3 chairs per booth)	37 booths		
b.	Counters, catalogue stands & bins	37 booths		
c.	High stools / bar chairs	37		
d.	Sofa set (5-seater), coffee table (TDAP booth)	01 each		
4	Electrical & Lighting			
a.	Standard lighting (minimum 6 lights per booth)	37 booths		
b.	Spotlights for banners/branding	APR		
c.	Electrical wiring & fittings	APR		
5	Equipment for TDAP Booth			
a.	Coffee machine	01		
b.	Sink & basic plumbing	01		
c.	Cooking stove / utility equipment	01		
6	Services & Labour			
a.	Installation / stand construction	APR		
b.	Dismantling after event	APR		
c.	Transportation & logistics	APR		

d.	Technical support staff (during setup & exhibition days)	APR		
7	Miscellaneous Works			
a.	Additional material (approx. 15% contingency)	-		
b.	Any other allied work (to be specified by bidder)	APR		

****APR: As per requirement***

Total Cost: € _____

Euros (in figure): _____

Euros (in words): _____

Sign and Stamp

FINAL EVALUATION

Technical Evaluation Weight-age in final evaluation = 40% of the total Points

Financial Evaluation Weight-age in final evaluation = 60% of the total Points

Technical (40%) of (i):

Financial Evaluation

Financial Evaluation Points award formula: **Financial Evaluation Points = (Lowest financial bid submitted/quoted bid) x 100**

Financial bid in EUR.....

Financial evaluation points as per above formula.....(ii)

Financial (60%) of (ii)(iii)

Final Evaluation: (i) & (iii)

TOTAL POINTS.....

**AGREEMENT FOR STAND CONSTRUCTION OF PAKISTAN PAVILIONS AT SIAL
FOOD FESTIVAL 2026, PARIS**

This agreement is made and entered into on _____ between

**AMBASSADE DU PAKISTAN
SECTION COMMERCIALE
32 Rue Washington, 75008-Paris
0033(0)145619977
Email: pakcommsection@gmail.com**

on behalf of

**Trade Development Authority of Pakistan (TDAP),
5/F Block A, Finance & Trade Centre
Shahrah -e-Faisal,
75200 Karachi,
Pakistan**

AND

*Name of the **COMPANY/FIRM**:*

Name of Owner /Official Representative:

Registered Address:

Tel: _____

Fax: _____

Website: _____

Email: _____

1) Contents of Contract and duration

This contract is the general agreement about the construction of Pakistan Pavilion at SIAL Food Festival 2026, Paris.

M/s _____ undertake the construction of Pakistan Pavilion at SIAL Food Festival 2026, Paris.

The space is tentative in as much as there may be changes, addition, reduction or even cancellation of individual participations. Should any participation need to be increased, reduced or cancelled, this will not affect the agreed rate for the whole. The Commercial Section, Embassy of Pakistan, Paris reserves the right to terminate any agreement with a notice period of 15 days.

The final details regarding size and number of exhibitors for SIAL Food Festival 2026, Paris will be contracted on its own, including the chosen final layout and specifications to meet the prevalent rules and regulations on safety and distancing issued by the respective fair organizers/local authorities. All such necessary changes to meet regulations are covered within the quoted rate.

2) Pricing

The flat rate price for the rental stand is _____ Euro/sqm (Euro per square meter) valid. No VAT is charged.

The price includes: -

- i. Stand Construction (Shell Scheme & Structure)
- ii. Branding & Graphics
- iii. Furniture & Fixtures
- iv. Electrical & Lighting
- v. Equipment for TDAP Booth
- vi. Services & Labour
- vii. Miscellaneous Works
- viii. All the given general setting and all the additional settings as mentioned in article 4

Services which are exclusively supplied and charged by the fair organizer (e.g. main electric/water connection into the stands) are not included in this price.

3) Invoicing and payment condition

The invoice will be addressed to:

Trade Development Authority of Pakistan (TDAP),
5/F Block A, Finance & Trade Centre
P.O. Box. 1293, Shahrah-E-Faisal,
75200 Karachi,
Pakistan

The payment conditions are:

The payment will be made on receipt of original invoice as per term and conditions agreed.

Payment will only be made through bank transfer to the account of the company_____ as mentioned clearly on each invoice:

Name of Bank: _____

Title of Account: _____

IBAN: _____

BIC: _____

4) Included General settings for the construction of stands

4.1) General requirements for the overall stand

- Stand construction using Modular aluminium frames for structure to the highest permissible height in the respective hall.
- Attractive stand construction.
- Division of stand in booths with highlighted/illuminated banner in the middle of the stand.
- Use of conventional elements for improved appearance.
- Illuminated panels for graphics to display Pakistan flag/TDAP logo above all stands well visible from all directions.
- Illuminations of each stand with at least 6 lights. Lights must be of same colour (preferably warm) at every exhibition.
- A highchair/barstool is required behind the front counter.
- Banner-construction above the booths to be highlighted/back-illuminated and of good quality. Banner design (media) will be provided for printing by the Trade & Investment Section before the fair. Extra spot lights to be used on the banners, as and where required.
- Company name of each exhibitor well visible from all directions, milk acrylic, back-lighted and spot-lighted.
- List of all exhibitors with stand numbers on one wall of the TDAP office, with Pakistan flag and TDAP logo preferably on back-lighted milk acrylic, otherwise well lighted.
- Flooring can be of green carpet or light brown wood and foil covering to protect the floor during building.
- Walls with graphics of each company.
- The material used for building the stand must be clean and of good quality. Lights and attachments should be of good quality.
- The table and chairs should be of good quality and comfortable. 1 table, 3 chairs, small counter, catalogue stands and a bin for every booth.
- One five-seater sofa set, coffee table, sink, coffee machine, stove for TDAP's information booth and store.
- All hygiene, safety and distancing rules required by the fair organizers must be observed and incorporated into the stand design and construction. All equipment necessary to fulfil these rules must be provided by the stand construction company within the quoted flat-rate price.
- The availability of approx. 15 % additional material and service over and above the contractual agreement must be ensured without additional charge, if required.
- 3D design and details specifications will be provided to the Trade & Investment Section, Paris as soon as requested for onward sharing with the exhibitors and TDAP.
- The stand **must** be completed by 10.00 a.m. on the handing-over day. All equipment must be available in the individual booths at that time. The requisite furniture and equipment must be clean so that the exhibitors can start displaying their products immediately.
- Technical assistance for individual changes on handing over day, capable of communicating in English or French, at least one per each 5 stands.
- Daily technical assistance during the fair days on call.
- Submitted bids must be complete in all aspects in light of bidding documents within the specified date and time.

- Desired banner designs will be shared by the construction company for approval of TDAP.
- At least **three** sample stand designs are to be provided along with tender document by the bidder based on the floor plan of the fair.
- The firm/company must be registered/approved under local French laws.
- Bank Transfer would be the mode of payment.
- Payment will be made on receipt of original invoice.
- The firm/company must have a tax identification number issued from concerned authority.
- No Security deposit will be paid by the Mission.

4.2) Included general settings for individual Pakistan Pavilion:

- As per attached two lists Requirement List for Pakistan Pavilion and Additional accessories.

5) Applicable law and place of jurisdiction

Any legal relationship based on this contract shall be subject to the laws of the French Republic. Place of jurisdiction is France (Paris).

Trade and Investment Counsellor
Trade & Investment Section, Embassy of Pakistan, Paris
(AMBASSADE DU PAKISTAN SECTION COMMERCIALE)
on behalf of Trade Development Authority of Pakistan.

Company Name and Stamp