

Tender Notice for Production of Commemorative Items for the 75th Anniversary of Diplomatic Relations between Pakistan and China

The Embassy of Pakistan, Beijing, intends to procure and produce commemorative items bearing the official logo and branding of the 75th Anniversary of the Establishment of Diplomatic Relations between Pakistan and China. These commemorative items will be utilized during official events, cultural activities, diplomatic engagements, and outreach initiatives organized throughout the anniversary year.

The items are intended to serve as symbols of the enduring friendship, strategic cooperation, and people-to-people ties between Pakistan and China, while also supporting the Embassy's public diplomacy and cultural outreach efforts.

Scope of the Tender:

The Embassy invites sealed quotations from qualified manufacturers, suppliers, printing companies, gift production companies, and event merchandise providers for the design, production, packaging, and delivery of commemorative items.

Bidders may apply for one or more categories. However, quotations must clearly indicate the category/categories being bid for and provide detailed specifications and pricing.

The bidders are required to submit item-wise and category-wise quotations for the following:

Project	Quantity
<u>Category A: Commemorative Gift Sets</u>	
A-1. Commemorative Rice Bowls and Chopsticks Specifications: <ul style="list-style-type: none"> • Premium-quality ceramic rice bowls • Matching chopsticks • Anniversary logo and commemorative branding • Individual presentation packaging • Suitable for official diplomatic gifts 	100 sets
A-2. Commemorative Shields Specifications: <ul style="list-style-type: none"> • High-quality crystal, metal, or premium acrylic shields • Engraved or printed 75th Anniversary logo • Individual presentation boxes • Suitable for presentation to dignitaries and distinguished guests 	50 pieces
A-3. Souvenir Coins Specifications: <ul style="list-style-type: none"> • Custom-designed commemorative coins • Metal finish with anniversary branding • Coin stand included • Individual paper box and gift bag • Premium presentation quality 	100 pieces
<u>Category B: Printed Promotional Materials</u>	
B-1. Anniversary Stickers Specifications: <ul style="list-style-type: none"> • High-quality adhesive stickers • Embassy-approved anniversary logo • Full-color printing • Durable and suitable for indoor and outdoor use 	1000 pieces

Category C: Stationery and Office Gifts	
C-1. Pocket-Size Notebooks Specifications: <ul style="list-style-type: none"> • Premium-quality notebooks • Pocket-size format • Anniversary logo on cover • Suitable for official events and conferences 	500 pieces
C-2. A5 Notebooks Specifications: <ul style="list-style-type: none"> • A5 size notebooks • High-quality paper and binding • Anniversary logo and branding • Professional presentation suitable for official use 	500 pieces

Key Dates and Tender Information

Items	Details
Availability of Tender Documents	The tender is open from 12 June 2026 to 29 June 2026
Documents Collection Location	Office of the Head of Chancery, Embassy of Pakistan, Beijing, No. 1, Dongzhimenwai Dajie, Sanlitun, Chaoyang District, Beijing, Post Code: 100600
Bid Submission Deadline	29 June 2026 (1200 hours)
Bid Opening Date Time	Tenders will be opened on 29 June 2026 (1230 hours)
Opening Location	Jinnah Hall, Embassy of Pakistan, Beijing

Terms and Conditions:

- Interested local (Chinese) individuals, firms and companies may obtain further details and tender documents from the Office of the Head of Chancery upon request.
- The individuals, firms and companies must provide proof of registration with the local Chinese tax department and relevant local authorities.
- The bidders shall provide item-wise and category-wise quotations, clearly indicating unit cost, total cost, applicable taxes and any additional charges.
- The bidders shall ensure the use of good quality materials and services for compilation, scanning, printing of documents.
- The quoted rates should remain valid for a reasonable period, preferably 30 to 60 days from the date of submission of bids.
- The Embassy may increase or decrease the quantity of items, according to requirement.
- The Embassy of Pakistan, Beijing reserves the right to fully or partially accept or reject any or all tenders/bids without assigning any reason.

General Requirements:

- All products must carry the official 75th Anniversary logo and artwork provided by the Embassy.
- Suppliers must submit design mockups and material specifications with their bids.
- Packaging should be suitable for diplomatic gift presentation.
- Samples may be requested from shortlisted bidders.
- Final production shall commence only after written approval of designs by the Embassy.
- Delivery must be completed within the timeline agreed upon after award of contract.

Instructions for Bidders:

- All bids must be submitted in sealed envelopes or via secure email with the subject line: **“Tender Submission – 75th Anniversary Commemorative Items Project”**
- Quotations must include:
 - Unit price
 - Total price
 - Production specifications
 - Packaging details
 - Delivery timeline
 - Company profile and previous experience

- Bidders applying for multiple categories should provide separate cost breakdowns for each category.
- Only companies legally registered in China and possessing relevant production experience will be considered.

Selection Criteria:

- Quality of materials and workmanship
- Compliance with specifications
- Competitive and transparent pricing
- Experience in producing commemorative gifts, promotional merchandise, and printing services
- Ability to meet delivery timelines
- Quality of packaging and presentation

Submission Address:

- Interested Chinese companies may submit sealed bids labeled:
“Tender Submission – 75th Anniversary Commemorative Items Project”
Head of Chancery Embassy of Pakistan No. 1, Dongzhimenwai Dajie Chaoyang District, Beijing 100600
- Contact Information:
- For further information, please contact:
- Press & Culture Section
- Embassy of Pakistan, Beijing
- Email: info@pakistan.org addressed to Press & Culture Section Embassy of Pakistan Beijing in the subject.
- All email inquiries should mention:
- **“75th Anniversary Commemorative Items Project”** in the subject line.

Terms and Conditions:

- The Embassy reserves the right to accept or reject any bid, wholly or partially, without assigning any reason.
- The Embassy reserves the right to modify, postpone, or cancel the tender process at any stage.
- The successful bidder shall be responsible for ensuring quality control and timely delivery.
- All artwork, logos, and anniversary branding supplied by the Embassy shall remain the sole property of the Embassy of Pakistan.
- No production may commence until final written approval of designs is received from the Embassy.
- The Embassy may award contracts separately for different categories or items based on value, quality, and technical compliance.