



**BIDDING DOCUMENT**  
**FOR**  
**PRE-QUALIFICATION OF RATES OF**  
**PRINTED ITEMS / MATERIAL REQUIRED BY FPSC**  
**DURING THE FINANCIAL 2026-2027**



**INVITATION TO E-BIDS THROUGH E-PADS**  
**“PRE-QUALIFICATION OF RATES OF PRINTED ITEMS / MATERIAL**  
**REQUIRED BY FPSC DURING THE FINANCIAL 2026-2027”**

In accordance with PPRA Rules 2004 as amended read with PPRA S.R.O. 296(I)/2023, dated 27<sup>th</sup> February, 2023, titled “E-Pak-Procurement Regulation 2023,” the Federal Public Service Commission intends to invite e-bids through the E-Pak Acquisition and Disposal System (E-PADS) under Single Stage One Envelope (SSOE) bidding procedure from the firms who fulfill the eligibility criteria outlined in the bidding document.

2. E-bidding document containing detailed terms and conditions, specifications, and other requirements uploaded on E-PADS at <https://eprocure.gov.pk>, PPRA’s and FPSC's official websites.

3. E-bids, prepared in accordance with the instructions outlined in the bidding document, along with the bid security instrument and required documents, must be submitted via E-PADS on or before **9<sup>th</sup> July, 2026 (Thursday) by 11:00 am**, bids shall be opened on the same day at **11:30 am**.

4. Scanned copies of all required documents mentioned in the eligibility criteria of bidding document must be uploaded through **E-PADS** when submitting the e-bid electronically through file uploading method (Single Stage One Envelope Procedure) and one original hard copy of documents except financial bid with following original documents must also be submitted to the **office of the Assistant Director (Logistics-I), FPSC HQs, F-5/1, Aga Khan Road, Islamabad** before the e-bid closing time:

- i. **Bid Security Instrument:** 3% of the quoted bid price in the form of CDR/Demand Draft/Pay Order/Banker's Cheque drawn on the name of Federal Public Service Commission FTN No.9010202-9 (Please disregard the system generated bid security amount on E-PADS when uploading scanned copy of bid security instrument).
  - ii. **Affidavit:** On a stamp paper of Rs.100/- drawn on the name of firm stating that the firm has not been blacklisted at the time of submitting the e-bid through E-PADS for this activity.
5. For clarifications of the bidder (s), a Pre-Bid meeting will be held on **1<sup>st</sup> July, 2026 (Wednesday) at 11:00 am at FPSC HQs**.
6. FPSC reserves the right to reject all bids or proposals at any time prior to acceptance, as provided under Rule 33 of the Public Procurement Rules, 2004 as amended from time to time.

**DIRECTOR (LOGISTICS)**

No.F.1-2026-2027/FPSC-PT  
**FEDERAL PUBLIC SERVICE COMMISSION**  
Aga Khan Road, F-5/1, Islamabad

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Subject: **BIDDING DOCUMENTS / INSTRUCTIONS TO THE BIDDERS FOR PRE-QUALIFICATION OF RATES OF PRINTED ITEMS / MATERIAL REQUIRED BY FPSC DURING THE FINANCIAL 2026-2027**

**1. Introduction:**

The Federal Public Service Commission invites bids from reputable vendors/firms for provision of printed items required by FPSC during the financial year 2026–2027. The procurement will be carried out through open competitive e-bidding as per Rule 36(a) of the Public Procurement Rules, 2004, i.e., Single Stage – One Envelope Procedure;

- i. **Source of Funding:** The procurement will be financed from the regular budget of FPSC allocated for the financial year 2026-2027.
- ii. **Scope of Work:** The bidding is for the printing of various items as per detailed specifications and estimated quantities outlined in Section-24 of this bidding document.

**2. Eligibility of Bidders:**

- i. **Firm Profile:** Bidders must submit a **firm profile** including following information with documentary evidence:
  - a. Address of printing setup located in a **commercial building in Islamabad.**
  - b. Valid **email address** and **WhatsApp contact number.**
  - c. **Bank account details.**
  - d. Attested photo copies of **Income Tax** and **GST registration certificates.**
  - e. Proof of **Active Taxpayer Status.**
  - f. Detail of AGPR Vendor No.
  - g. Photocopy of **Land Line phone number** installed at the firms/vendors printing press address
- ii. **Proof of Lease Agreement:** Attested copy of the lease agreement of office building acquired for office in Islamabad or ownership proof of office on the name of firm at Islamabad.
- iii. **Experience:** At least two proofs of provision of OMR Sheets / Answer Sheets / related items for which rates are quoting by the firm(s) / vendor (s) to any Government, Semi-Government, or Autonomous Bodies within the **last two years** of minimum cost of supply of items of **Rs.2 (two) million** for each supply order/work claimed as experience.
- iv. **Satisfactory Performance Certificate:** At least two satisfactory performance certificates from Government / Semi Government / Autonomous bodies regarding provision of satisfactory printing facility and delivery of material during the last two years.
- v. **No Blacklisting Affidavit:** An affidavit on Rs.100 stamp paper issued in the name of firm submitting the affidavit declaring that the firm is not blacklisted by any government department or any other organization at the time of submission of bid for this activity. The same shall be uploaded on E-PADS at the time of submission of bid and original in the office of Director (logistics) before closing deadline for submission of bid.
- vi. **Bid Security:** 3% of the quoted bid price in the form of CDR/Demand Draft/Pay Order/Banker's Cheque drawn on the name of Federal Public Service Commission FTN No.9010202-9 (Please disregard the system generated bid security amount on E-PADS when uploading scanned copy of bid security

instrument. Scan copy shall be uploaded on E-PADS at the time of submission of e-bid and original shall be submitted in the office of Director (logistics) before closing deadline for submission of bid. (Note: Separate CDR/Demand Draft/Pay Order/Banker's Cheque shall be prepared for each item).

- vii. Stamp and Signature of Firm/Bidder:** The bidding document downloaded from E-PADS must be completed carefully, in accordance with the instructions provided. It should be duly signed and stamped, and then upload to E-PADS along with all the required documents. Additionally, a hard copy of the complete set of documents must be submitted to the office of the Assistant Director (Logistics-I) before the closing time of the activity for submission of e-bids on E-PADS. However, please be advised to submit your hard copy of quoted rates directly to the Procurement (Evaluation) Committee at the time of bid opening on E-PADS in order to prevent premature disclosure of your bid price.

**3. Cost of Bid:**

All costs associated with the preparation and submission of the bid shall be borne by the bidder.

**4. Submission of E-Bid (s)**

- i. **Submission of E-Bid:** Proposals must be submitted through E-PADS at <https://eprocare.gov.pk>
- ii. As per Rule 36(a) of Public Procurement Rules 2004 i.e. single stage – one envelope procedure, proposal for providing services for provision of stationery/miscellaneous items, toners/ink shall be submitted
- iii. **Language of Documents:** All documents must be in English.

**5. Opening and Evaluation of Bids:**

- i. Bids shall be opened through E-PADS by Procurement (Evaluation) Committee of FPSC in accordance with E-Pak Procurement Regulation, 2023 as per schedule provided on the E-PADS and as well in the notice for invitation of bids.
- ii. A final evaluation report of e-bids prepared in the light of criteria laid down in the bidding document shall be announced by uploading the activity on E-PADS as per Rule 35 of PPRA Rules, 2004.

**6. Clarification on Bidding Document / Pre-Bid Meeting:**

To get the clarifications regarding the bidding document may submit a query through E-PADS, in accordance with the E-Pak Procurement Regulations, 2023, within the specified timelines on E-PADS. In this regard a pre-bid meeting will also be held at FPSC HQs as per schedule provided on E-PADS and in the bid invitation notice published in the Newspapers. Furthermore, may contact at 051-9212159 for any assistance during the office hours.

**7. Deadline for Submission of Bids:**

- i. E-bids must be uploaded on E-PADS as per schedule provided on the E-PADS and in the bid invitation notice published in the Newspaper.
- ii. No bid shall be acceptable by hand / postal mail/fax/telegraph/email.
- iii. After the deadline for submission of e-bids given above, no request for extension of time shall be entertained.

8. **Validity of Bids:** Bid of the lowest / most advantageous bidders/firms fulfilling the eligibility criteria in terms of Section 2 of this bidding document shall remain valid till 30<sup>th</sup> June, 2027.

9. **Bid Price:**

- i. Bid price for provision of printed material shall be quoted on the basis of unit of quantity provided with each item on the bid submission forms at Section-24 of this bidding document at **Annex-A to H**.
- ii. Bid Price shall be quoted in Pakistani Rupees, inclusive of all applicable taxes during the Financial Year 2026-2027.
- iii. The bidder shall be deemed to have obtained all related information as to requirement there to which may affect the bid price.
- iv. The bidder shall quote the prices of items according to specifications as provided in the list of items.
- v. While tendering the e-bid for items, the present trend / inflation in the rate of goods in the market shall be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained at any stage of period of contract agreement.

10. **Bid Security:**

- i. 3% of the quoted bid price in the form of CDR/Demand Draft/Pay Order/Banker's Cheque drawn on the name of Federal Public Service Commission FTN No.9010202-9.
- ii. Cheque / Cash shall not be accepted.
- iii. Bid security shall be returned to the unsuccessful bidders on the announcement of final evaluation report on E-PADS.
- iv. Bid security of the successful bidder shall be discharged upon the bidder sign the contract agreement with FPSC and submission of performance security/guarantee in the shape of CDR/Bank Draft/Banker's Cheque in favour of FPSC equivalent to 5% of the of the contract agreement executed.
- v. The bid security shall be forfeited, if bidder withdraws the bid during the period of bid validity or the bidder fails to enter into contract with FPSC till the date intimated by the procuring agency i.e. FPSC.

11. **Amendment in The Bidding Document:**

- i. **Modification or Amendment:** Procuring Agency may, at any time prior to the deadline for submission of bids, modify or amend the bidding documents by issuing a corrigendum for any reason, as provided under **Rule 23(3) of the Public Procurement Rules, 2004**.
- ii. **Extension in Submission Deadline:** Procuring Agency may, at its discretion, extend the deadline for the submission of bidding documents, as provided under **Rule 27 of the Public Procurement Rules, 2004**.

12. **Rejection of Bid:** As provided under Rule 33(1) of Public Procurement Rules 2004, FPSC shall reserve the right to reject all bids or proposals at any time prior to acceptance of contract, without thereby incurring any liability to the affected Bidder(s). The procuring agency may upon request, communicate to any bidder the grounds for rejection of Bids, but is not required to justify those grounds.

**13. Right to Blacklisting:** The Procuring Agency, at any stage can blacklist a firm/bidder who consistently fails to provide satisfactory service or is found to be indulging in corrupt or fraudulent practices as per Rule-19 of PPR-2004 (as amended). However, the procuring agency shall be provided with an opportunity of hearing and record reasons before such orders.

**14. Non- Responsiveness of the Bids:** A bid shall be considered as non-responsive for not being generally in order if;

- i. The e-bid is not found accompanied with required bid security.
- ii. The e-bid price is not inclusive of all taxes, duties etc.
- iii. The bidder is unable to provide documentary proof of at least two (02) years of relevant experience in the printing business (particularly for OMR/Answer Sheets).
- iv. The bidder fails to provide an AGPR Vendor Number for processing payments.
- v. Unable to provide the attested copies of valid NTN and GST certificate.
- vi. Unable to provide attested copies of active income tax / GST status.
- vii. Unable to provide the attested copy of lease agreement of office or shop / proof of ownership document of vendor's office or shop at Islamabad.
- viii. Unable to provide the land line phone number bill installed at the premises of the firm / vendor.
- ix. The bid is found to be in contravention of any clause of bidding documents.
- x. Unable to provide the copies of satisfactory performance certificates.
- xi. The bid is found to be in contravention of any clause of the bidding documents.
- xii. Over writing on the bid price quoted in the bid submission proforma.

**15. Redressal of Grievances:**

As provided under Rule 48 of Public Procurement Rules, 2004.

**16. Provision of Printing Samples:**

The lowest evaluated bidder or most advantageous bidder(s) shall be required to submit draft samples of the respective printed items for review and approval by the Federal Public Service Commission prior to the execution of the final printing work. Approval of samples is a mandatory pre-condition for proceeding with the final production. Failure to submit acceptable samples within the specified timeframe may lead to cancellation of the award and forfeiture of bid security, with the contract being offered to the next lowest or most advantageous bidder.

**17. Award of Contract:**

Prior to the award of contract, FPSC shall published a Final Evaluation Report giving justification for acceptance or rejection of the bids by uploading the activity on E-PADS. After completion of 15 days uploading time of Final Evaluation Report on E-PADS, a Letter of Intent (LoI) shall be issued to the successful most advantageous bidder (s) through E-PADS. After the acceptance of LoI, contract agreement shall be signed by Director (Logistics) on behalf of FPSC with the most advantageous bidder(s).

**18. Signing of contract:**

- i. Promptly after acceptance of LoI, lowest / most advantageous bidder (s) shall provide the stamp paper worth Rs.100/- issued on the name of firm for preparation of contract agreement.

- ii. Within 10 days of acceptance of LoI both the Procuring Agency and the successful most advantageous bidder (s) shall sign a contract agreement.
- iii. If the successful Bidder, after completion of all codal formalities shows inability to sign the contract/refuse/accept the contract, then their Bid Security instrument shall be forfeited and the firm shall be blacklisted for a minimum period of six months, in such situation the procuring Agency may award the contract to next lowest evaluated Bidder.

**19. Performance Guarantee:**

After signing of contract agreement, the successful bidder (s) within 15 days shall deliver the procuring agency a Performance Guarantee equivalent to 5 % of the total contract price in the shape of Bank Draft/Pay Order/CDR/Banker's Cheque in favour of Federal Public Service Commission. On submission of performance guarantee, bid security submitted by the firm/vendor will be released.

**20. Completion Schedule:**

- i. The bidder shall bear all costs associated with preparation and submission of bids / signing of contract agreement etc.
- ii. Contract agreement shall remain valid till 30<sup>th</sup> June, 2027 from the date of its commencement.
- iii. FPSC shall allow a minimum delivery time of **30 to 60 days** to the successful lowest and most advantageous bidder for supply of printed items, starting from the date of issuance of the supply/purchase order(s). However, the maximum delivery time shall be determined based on the actual scope and quantum of the work, through mutual consent between the successful bidder and the Director (Logistics). This agreed-upon delivery timeline shall be duly recorded in the corresponding work order.
- iv. FPSC will issue the purchase/supply order(s) against the estimated quantities on need basis and estimated quantities provided in the bidding document may vary (increase/decrease).

**21. Liquidated Damages for Delay:**

If the Contractor/firm fails to complete the Work within the specified completion period provided in the Supply / Work order, Liquidated Damages (LD) shall be deducted at the rate of [0.5%–1.0%] of the total item price per week on account of delay, subject to a maximum of [5%–10%] of the total Price of the delayed item supplied.

**22. Procuring Agency's Right to Vary Quantities at the Time of Award:**

FPSC reserves the right at the time of issuance of purchase/supply order to increase or decrease the quantity items originally specified in the bidding documents without any change in the unit price.

**23. General Terms & Conditions:**

- i. The bid shall be submitted through E-PADS in accordance with PPRA Rule besides submission of hard copies in sealed envelope along with original Bid Security and affidavit before closing deadline provided on E-PADS, which will be opened by the Procurement (Evaluation) Committee in the presence of

bidders or their representative on the same day as per schedule provided on the E-PADS as well in the bid invitation notice published in the Newspaper.

- ii. The bidding documents are available on EPADS which can be downloaded from <https://eprocure.gov.pk>. All Bidders are bound to quote/ submit bid rate clearly on the prescribed format of E-PADS according to specification mentioned in bidding documents, failing which bid will not to be taken into account.
- iii. The rate of each item shall remain fixed for the whole financial year i.e. up to 30<sup>th</sup> June, 2027.
- iv. Successful bidder/firm shall be liable to execute a contract agreement in accordance with the PPR Rules. In case of non-compliance, the security deposit / performance guarantee of the firm shall be forfeited.
- v. The bids to be given for each item must be inclusive of all applicable taxes for the FY 2026-2027 and be filled carefully. For any mistake, procuring agency will not be responsible, and not allow to the bidder to amend the same at any stage during the currency of contract agreement.
- vi. The successful bidder(s) are required to furnish samples of the items, where requested by the Procurement (Evaluation) Committee, for the purpose of quality evaluation and acceptance prior to the uploading of the Final Evaluation Report on E-PADS.
- vii. In case of disagreement dispute arises between the procuring agency and successful Bidder (s), the case will be referred to Grievances Redressal Committee which have already been constituted by FPSC whose names and designations shall be made available to the parties as and when cause of action arises.
- viii. A margin of no more than  $\pm 5\%$  in the weight of paper (grammage) or other weight-based items shall be permissible for acceptance of the supplied items by the Inspection Committee constituted for the inspection of store items.
- ix. In case the quoted brand by the vendor(s)/bidder(s) is unavailable in the market due to unforeseen reasons, the vendor(s)/bidder(s) must propose an equivalent alternative. The proposed alternative shall be subject to approval by the Procurement (Evaluation) Committee, based on sample evaluation, before the supply is made.
- x. FPSC shall allow a minimum delivery time of 30 to 60 days to the successful lowest and most advantageous bidder, starting from the date of issuance of the supply/purchase order(s). However, the maximum delivery time shall be determined based on the actual scope and quantum of the work, through mutual consent between the successful bidder and the Director (Logistics). This agreed-upon delivery timeline shall be duly recorded in the corresponding work order.
- xi. The successful bidder/firm shall submit **an affidavit on a stamp paper of Rs.100/- to the Federal Public Service Commission (FPSC) affirming that they will strictly ensure the confidentiality and security of Answer/OMR sheets, the bidder/firm shall not disclose any information regarding the security features of these materials to any person or entity. Furthermore, the bidder/firm shall not print or reproduce any additional sheets beyond the quantity specified in the official supply order issued by FPSC.**
- xii. **Integrity Pact:** In case of value of of supply/work order exceeds Rs.10 million, an integrity pact shall also be signed between both the parties.

**24. List of Items and Bid Submission Form:** Firms/Bidders are required to quote their rates against each item separately at **Annex-A to H**. For items they do not wish to bid on, a horizontal line (e.g., "---") must be drawn in the corresponding space. Strict scrutiny of all conditions specified in the bidding documents will be conducted. Therefore, in your own interest, ensure that all required formalities are carefully completed prior to uploading the documents on E-PADS. The same documents must be submitted at the time of bid opening without any alteration or modification to avoid disqualification from the bidding process.

**Note: Before quoting rates against Annex-A to H, actual sample of each item shall be seen in the office of Assistant Director (Logistics-I), FPSC during the office timings or contact at 051-9212159**

ANNEX FOR SUBMISSION OF BID	DESCRIPTION / SPECIFICATION OF PRINTED ITEM REQUIRED	ESTIMATED QUANTITY WITH UNIT OF QUANTITY
ANNEX-A	<p>Printing of OMR sheet (100 or 200 options) with an adhesive (self-sticking) layer attached at the bottom side (back-to-back) with printed options as on OMR sheet.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"> <li>i. <b>Paper Size:</b> A4 (210mm x 297mm)</li> <li>ii. <b>Paper Quality:</b> 100 GSM (Approx), imported paper</li> <li>iii. <b>Printing:</b> Front side OMR layout machine-readable</li> <li>iv. <b>Back Side:</b> Adhesive layer with protective backing (peel-off type)</li> <li>v. <b>Printing Type:</b> Offset or laser with high-resolution, smudge-proof ink</li> <li>vi. <b>Color:</b> As per design (typically pink &amp; black or as specified by FPSC)</li> <li>vii. <b>Security Feature:</b> Affixing of unique barcode and S.No. on each sheet</li> <li>viii. <b>Packaging:</b> Packed in labeled bundles of 100 sheets each, in corrugated cartons</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>a. The design/layout will be provided by FPSC.</li> <li>b. The vendor must ensure accurate alignment and scanner-compatible printing for machine readability.</li> <li>c. Sample must be got approved from FPSC prior to mass printing.</li> <li>d. Paper and print quality must be uniform throughout all sheets.</li> </ul>	350,000 Nos.
ANNEX-B	<p>Printing of OMR sheet (100 options).</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"> <li>i. <b>Paper Size:</b> A4 (210mm x 297mm)</li> <li>ii. <b>Paper Quality:</b> 100 GSM (Approx), imported paper</li> <li>iii. <b>Printing:</b> Front side OMR layout machine-readable</li> <li>iv. <b>Printing Type:</b> Offset or laser with high-resolution, smudge-proof ink</li> <li>v. <b>Color:</b> As per design (typically pink &amp; black or as specified by FPSC)</li> <li>vi. <b>Security Feature:</b> Affixing of unique barcode and S.No. on each sheet</li> <li>vii. <b>Packaging:</b> Packed in labeled bundles of 100 sheets each, in corrugated cartons</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>a. The design/layout will be provided by FPSC.</li> <li>b. The vendor must ensure accurate alignment and scanner-compatible printing for machine readability.</li> <li>c. Sample must be got approved from FPSC prior to mass printing.</li> <li>d. Paper and print quality must be uniform throughout all sheets.</li> </ul>	250,000 Nos.

<p style="text-align: center;"><b>ANNEX-C</b></p>	<p>Printing of Answer Sheets comprising of 28 pages (including outer cover), on 63 GSM (Approx) Century Paper (Size = 8.5 inches x 14 inches) with Urdu-style lining, thread binding, and embedded security features including unique barcode and serial number.</p> <p><b>Specifications:</b></p> <ol style="list-style-type: none"> <li>i. <b>Paper Size:</b> (8.5 inches x 14 inches)</li> <li>ii. <b>Paper Quality:</b> 63 GSM (Approx) <b>Century brand paper</b></li> <li>iii. <b>Total Pages:</b> 28 pages per sheet/booklet (including outer cover)</li> <li>iv. <b>Lining:</b> Urdu-style lining on pages (as per FPSC standard format)</li> <li>v. <b>Printing:</b> Both sides (double-sided) as per layout/design approved by FPSC</li> <li>vi. <b>Security Features:</b> <ol style="list-style-type: none"> <li>a. <b>Unique Barcode</b> on the first page of each answer sheet</li> <li>b. <b>Serial Number</b></li> </ol> </li> <li>vii. <b>Binding: Thread binding</b> (center-stitched)</li> <li>viii. <b>Color:</b> Gray ink or as specified</li> <li>ix. <b>Packaging:</b> Bundled in sets of 100 answer sheets, packed in wrapping paper</li> </ol> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>a. Sample design including barcode and numbering format to be approved by FPSC before final printing.</li> <li>b. Paper and print quality must be uniform throughout all sheets.</li> </ol>	<p style="text-align: center;">250,000 Nos.</p>
<p style="text-align: center;"><b>ANNEX-D</b></p>	<p>Printing of Additional Answer Sheets comprising 8 pages, on 63 GSM (Approx) Century Paper (Size = 8.5 inches x 14 inches), with Urdu-style lining, thread binding, and embedded security features including unique barcode and serial number.</p> <p><b>Specifications:</b></p> <ol style="list-style-type: none"> <li>i. <b>Paper Size:</b> (8.5 inches x 14 inches)</li> <li>ii. <b>Paper Quality:</b> 63 GSM(Approx) <b>Century paper</b></li> <li>iii. <b>Total Pages:</b> 8 pages per sheet/booklet</li> <li>iv. <b>Lining:</b> Urdu-style lining on pages (as per FPSC standard format)</li> <li>v. <b>Printing:</b> Both sides (double-sided) as per layout/design approved by FPSC</li> <li>vi. <b>Security Features:</b> <ol style="list-style-type: none"> <li>a. <b>Unique Barcode</b> on the first page of each answer sheet</li> <li>b. <b>Serial Number</b></li> </ol> </li> <li>vii. <b>Binding: Thread binding</b> (center-stitched)</li> <li>viii. <b>Color:</b> Gray ink or as specified</li> <li>ix. <b>Packaging:</b> Bundled in sets of 100 answer sheets, packed in wrapping paper</li> </ol> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>a. Sample design including barcode and numbering format to be approved by FPSC before final printing.</li> <li>b. Paper and print quality must be uniform throughout all sheets.</li> </ol>	<p style="text-align: center;">250,000 Nos.</p>

<p><b>ANNEX-E</b></p>	<p>Printing of file covers for covering of applications of CSS (CE-2027) on 300 GSM (Approx) mat card, with a size of 19 inches (width) x 14 inches (height), printed in one color, and fitted with an eyelet (eye-led) for filing.</p> <p><b>Specifications:</b></p> <ol style="list-style-type: none"> <li>i. <b>Paper Type:</b> 300 GSM (Approx) mat card paper (durable, premium quality)</li> <li>ii. <b>Size:</b> 19 inches (width) × 14 inches (height)</li> <li>iii. <b>Printing:</b> <ol style="list-style-type: none"> <li>a. One-color printing (front/inner side)</li> <li>b. Content/design as provided or approved by FPSC</li> </ol> </li> <li>iv. <b>Filing Mechanism:</b> One metal eyelet (eye-led) at the top left or as specified</li> <li>v. <b>Color Scheme:</b> As per FPSC branding/design requirements</li> <li>vi. <b>Packaging:</b> Bundled in packs of 100</li> </ol> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>a. Sample file cover must be submitted and approved before mass production.</li> <li>b. Printing must be clear, smudge-free, and accurately aligned.</li> </ol>	<p>50,000 Nos.</p>
<p><b>ANNEX-F</b></p>	<p>Printing of office file covers on 300 GSM (Approx) white mat card, size 18 inches (width) × 12 inches (height), with one-color printing,</p> <p><b>Specifications:</b></p> <ol style="list-style-type: none"> <li>i. <b>Paper Type:</b> 300 GSM (Approx) mat card (durable, premium quality)</li> <li>ii. <b>Size:</b> 18 inches (width) × 12 inches (height)</li> <li>iii. <b>Printing:</b> <ol style="list-style-type: none"> <li>a. One-color printing of FPSC monogram on the front side</li> <li>b. Design/content to be provided or approved by FPSC</li> </ol> </li> <li>iv. <b>Color Scheme:</b> As per FPSC layout/design</li> <li>v. <b>Packaging:</b> Bundled in packs of 100 covers each.</li> </ol> <p><b>Note:</b></p> <p><b>A sample must be submitted and approved before the final execution.</b></p>	<p>5,000 Nos.</p>

<p><b>ANNEX-G</b></p>	<p>Printing of Sticker on 70 GSM (Approx) mat sticker paper, size 8 inches (height) × 13 inches (Width), with three-color printing.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"> <li>i. <b>Paper Type:</b> 70 GSM (Approx) mat sticker</li> <li>ii. <b>Size:</b> 8 inches (height) × 13 inches (width)</li> <li>iii. <b>Printing:</b> <ul style="list-style-type: none"> <li>a. Three-color printing on the front side with Serial Number</li> <li>b. Design/content to be provided or approved by FPSC</li> </ul> </li> </ul> <p><b>Note:</b> A sample must be submitted and approved before the final execution.</p>	<p>10,000 Nos.</p>
<p><b>ANNEX-H</b></p>	<p>Preparation of envelope of Brown Karaft Paper 140 GSM (Approx) (imported) with printing of FPSC monogram inner side for packaging of examination material and preparation of parcels.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"> <li>i. <b>Paper Type:</b> 140 GSM (Approx) imported</li> <li>ii. <b>Size (approx.):</b> 12 inches (height) × 11 inches (width) x 36 inches (length)</li> <li>iii. <b>Printing:</b> <ul style="list-style-type: none"> <li>a. One-color printing inside the envelope</li> <li>b. Design/content to be provided or approved by FPSC</li> </ul> </li> </ul> <p><b>Note:</b> A sample must be submitted and approved before the final execution.</p>	<p>10,000 Nos.</p>

**BID FORM TO BE SUBMITTED / UPLOADED BY THE BIDDER ON E-PADS:**

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**NOTE:** Any cutting, overwriting, or alteration of the bid price may result in rejection of the bid and disqualification from the bidding process.

Description / Specification of Printed Item Required	Estimated Quantity with unit of quantity	Rate of Single item Inclusive of all applicable taxes for the FY 2026-2027	Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2026-2027 (D) = (B) x (C)
(A)	(B)	(C)	(D)
<p>Printing of OMR sheet (100 or 200 options) with an adhesive (self-sticking) layer attached at the bottom side (back-to-back) with printed options as on OMR sheet.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"><li>i. <b>Paper Size:</b> A4 (210mm x 297mm)</li><li>ii. <b>Paper Quality:</b> 100 GSM (Approx), imported paper</li><li>iii. <b>Printing:</b> Front side OMR layout machine-readable</li><li>iv. <b>Back Side:</b> Adhesive layer with protective backing (peel-off type)</li><li>v. <b>Printing Type:</b> Offset or laser with high-resolution, smudge-proof ink</li><li>vi. <b>Color:</b> As per design (typically pink &amp; black or as specified by FPSC)</li><li>vii. <b>Security Feature:</b> Affixing of unique barcode and S.No. on each sheet</li><li>viii. <b>Packaging:</b> Packed in labeled bundles of 100 sheets each, in corrugated cartons</li></ul> <p><b>Note:</b></p> <ul style="list-style-type: none"><li>a. The design/layout will be provided by FPSC.</li><li>b. The vendor must ensure accurate alignment and scanner-compatible printing for machine readability.</li><li>c. Sample must be got approved from FPSC prior to mass printing.</li><li>d. Paper and print quality must be uniform throughout all sheets.</li></ul>	<b>350,000 Nos.</b>	<b>Rs. _____</b>	<b>Rs. _____</b>

**Amount of Total Rate Quoted in Words:** \_\_\_\_\_

**Signature of firm representative:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Firms Stamp:** \_\_\_\_\_

**Cell No.** \_\_\_\_\_

**Landline No.** \_\_\_\_\_

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<b>Description / Specification of Printed Item Required</b>	<b>Estimated Quantity with unit of quantity</b>	<b>Rate of Single item Inclusive of all applicable taxes for the FY 2026-2027</b>	<b>Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2026-2027 (D) = (B) x (C)</b>
<b>(A)</b>	<b>(B)</b>	<b>(C)</b>	<b>(D)</b>
<p>Printing of OMR sheet (100 options). <b>Specifications:</b></p> <ul style="list-style-type: none"><li>i. <b>Paper Size:</b> A4 (210mm x 297mm)</li><li>ii. <b>Paper Quality:</b> 100 GSM (Approx), imported paper</li><li>iii. <b>Printing:</b> Front side OMR layout machine-readable</li><li>iv. <b>Printing Type:</b> Offset or laser with high-resolution, smudge-proof ink</li><li>v. <b>Color:</b> As per design (typically pink &amp; black or as specified by FPSC)</li><li>vi. <b>Security Feature:</b> Affixing of unique barcode and S.No. on each sheet</li><li>vii. <b>Packaging:</b> Packed in labeled bundles of 100 sheets each, in corrugated cartons</li></ul> <p><b>Note:</b></p> <ul style="list-style-type: none"><li>a. The design/layout will be provided by FPSC.</li><li>b. The vendor must ensure accurate alignment and scanner-compatible printing for machine readability.</li><li>c. Sample must be got approved from FPSC prior to mass printing.</li><li>d. Paper and print quality must be uniform throughout all sheets.</li></ul>	<b>250,000 Nos.</b>	<b>Rs. _____</b>	<b>Rs. _____</b>

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Description / Specification of Printed Item Required	Estimated Quantity with unit of quantity	Rate of Single item Inclusive of all applicable taxes for the FY 2026-2027	Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2026-2027 (D) = (B) x (C)
(A)	(B)	(C)	(D)
Printing of Answer Sheets comprising of 28 pages (including outer cover), on 63 GSM (Approx) Century Paper (Size = 8.5 inches x 14 inches) with Urdu-style lining, thread binding, and embedded security features including unique barcode and serial number. <b>Specifications:</b> <ol style="list-style-type: none"> <li>i. <b>Paper Size:</b> (8.5 inches x 14 inches)</li> <li>ii. <b>Paper Quality:</b> 63 GSM (Approx) <b>Century brand paper</b></li> <li>iii. <b>Total Pages:</b> 28 pages per sheet/booklet (including outer cover)</li> <li>iv. <b>Lining:</b> Urdu-style lining on pages (as per FPSC standard format)</li> <li>v. <b>Printing:</b> Both sides (double-sided) as per layout/design approved by FPSC</li> <li>vi. <b>Security Features:</b> <ol style="list-style-type: none"> <li>a. <b>Unique Barcode</b> on the first page of each answer sheet</li> <li>b. <b>Serial Number</b></li> </ol> </li> <li>vii. <b>Binding:</b> Thread binding (center-stitched)</li> <li>viii. <b>Color:</b> Gray ink or as specified</li> <li>ix. <b>Packaging:</b> Bundled in sets of 100 answer sheets, packed in wrapping paper</li> </ol> <b>Note:</b> <ol style="list-style-type: none"> <li>a. Sample design including barcode and numbering format to be approved by FPSC before final printing.</li> <li>b. Paper and print quality must be uniform throughout all sheets.</li> </ol>	250,000 No.	Rs. _____	Rs. _____

**Amount of Total Rate Quoted in Words:** \_\_\_\_\_

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**NOTE:** Any cutting, overwriting, or alteration of the bid price may result in rejection of the bid and disqualification from the bidding process.

<b>Description / Specification of Printed Item Required</b>	<b>Estimated Quantity with unit of quantity</b>	<b>Rate of Single item Inclusive of all applicable taxes for the FY 2026-2027</b>	<b>Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2026-2027 (D) = (B) x (C)</b>
<b>(A)</b>	<b>(B)</b>	<b>(C)</b>	<b>(D)</b>
<p>Printing of Additional Answer Sheets comprising 8 pages, on 63 GSM (Approx) Century Paper (Size = 8.5 inches x 14 inches), with Urdu-style lining, thread binding, and embedded security features including unique barcode and serial number.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"><li>i. <b>Paper Size:</b> (8.5 inches x 14 inches)</li><li>ii. <b>Paper Quality:</b> 63 GSM(Approx) <b>Century paper</b></li><li>iii. <b>Total Pages:</b> 8 pages per sheet/booklet</li><li>iv. <b>Lining:</b> Urdu-style lining on pages (as per FPSC standard format)</li><li>v. <b>Printing:</b> Both sides (double-sided) as per layout/design approved by FPSC</li><li>vi. <b>Security Features:</b><ul style="list-style-type: none"><li>a. <b>Unique Barcode</b> on the first page of each answer sheet</li><li>b. <b>Serial Number</b></li></ul></li><li>vii. <b>Binding:</b> Thread binding (center-stitched)</li><li>viii. <b>Color:</b> Gray ink or as specified</li><li>ix. <b>Packaging:</b> Bundled in sets of 100 answer sheets, packed in wrapping paper</li></ul> <p><b>Note:</b></p> <ul style="list-style-type: none"><li>a. Sample design including barcode and numbering format to be approved by FPSC before final printing.</li><li>b. Paper and print quality must be uniform throughout all sheets.</li></ul>	<b>250,000 Nos.</b>	<b>Rs. _____</b>	<b>Rs. _____</b>

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Description / Specification of Printed Item Required	Estimated Quantity with unit of quantity	Rate of Single item Inclusive of all applicable taxes for the FY 2026-2027	Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2026-2027 (D) = (B) x (C)
(A)	(B)	(C)	(D)
<p>Printing of file covers for covering of applications of CSS (CE-2027) on 300 GSM (Approx) mat card, with a size of 19 inches (width) x 14 inches (height), printed in one color, and fitted with an eyelet (eye-led) for filing.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"> <li>i. <b>Paper Type:</b> 300 GSM (Approx) mat card paper (durable, premium quality)</li> <li>ii. <b>Size:</b> 19 inches (width) × 14 inches (height)</li> <li>iii. <b>Printing:</b> <ul style="list-style-type: none"> <li>a. One-color printing (front/inner side)</li> <li>b. Content/design as provided or approved by FPSC</li> </ul> </li> <li>iv. <b>Filing Mechanism:</b> One metal eyelet (eye-led) at the top left or as specified</li> <li>v. <b>Color Scheme:</b> As per FPSC branding/design requirements</li> <li>vi. <b>Packaging:</b> Bundled in packs of 100</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>a. Sample file cover must be submitted and approved before mass production.</li> <li>b. Printing must be clear, smudge-free, and accurately aligned.</li> </ul>	50,000 Nos.	Rs. _____	Rs. _____

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(A)	(B)	(C)	(D)
<p>Printing of office file covers on 300 GSM (Approx) white mat card, size 18 inches (width) × 12 inches (height), with one-color printing,</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"><li>i. <b>Paper Type:</b> 300 GSM (Approx) mat card (durable, premium quality)</li><li>ii. <b>Size:</b> 18 inches (width) × 12 inches (height)</li><li>iii. <b>Printing:</b><ul style="list-style-type: none"><li>a. One-color printing of FPSC monogram on the front side</li><li>b. Design/content to be provided or approved by FPSC</li></ul></li><li>iv. <b>Color Scheme:</b> As per FPSC layout/design</li><li>v. <b>Packaging:</b> Bundled in packs of 100 covers each.</li></ul> <p><b>Note:</b> A sample must be submitted and approved before the final execution.</p>	<b>5,000 Nos.</b>	<b>Rs. _____</b>	<b>Rs. _____</b>

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(A)	(B)	(C)	(D)
<p>Printing of Sticker on 70 GSM (Approx) mat sticker paper, size 8 inches (height) × 13 inches (Width), with three-color printing.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"><li>i. <b>Paper Type:</b> 70 GSM (Approx) mat sticker</li><li>ii. <b>Size:</b> 8 inches (height) × 13 inches (width)</li><li>iii. <b>Printing:</b><ul style="list-style-type: none"><li>a. Three-color printing on the front side with Serial Number</li><li>b. Design/content to be provided or approved by FPSC</li></ul></li></ul> <p><b>Note:</b> A sample must be submitted and approved before the final execution.</p>	<b>10,000 Nos.</b>	<b>Rs. _____</b>	<b>Rs. _____</b>

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Description / Specification of Printed Item Required	Estimated Quantity with unit of quantity	Rate of Single item Inclusive of all applicable taxes for the FY 2026-2027	Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2026-2027 (D) = (B) x (C)
(A)	(B)	(C)	(D)
<p>Preparation of envelope of Brown Karaft Paper 140 GSM (Approx) (imported) with printing of FPSC monogram inner side for packaging of examination material and preparation of parcels.</p> <p><b>Specifications:</b></p> <ul style="list-style-type: none"><li>i. <b>Paper Type:</b> 140 GSM (Approx) imported</li><li>ii. <b>Size (approx.):</b> 12 inches (height) × 11 inches (width) x 36 inches (length)</li><li>iii. <b>Printing:</b><ul style="list-style-type: none"><li>a. One-color printing inside the envelope</li><li>b. Design/content to be provided or approved by FPSC</li></ul></li></ul> <p><b>Note:</b> A sample must be submitted and approved before the final execution.</p>	<b>10,000 Nos.</b>	<b>Rs. _____</b>	<b>Rs. _____</b>

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