

TENDER

The Bank of Khyber invites sealed quotations for Printing and Designing of the Annual report with below specifications:

Specifications	Details
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Designing and Printing of Annual Report:

Printing & Designing of Annual Reports:

- Quantity 1,000/- (Booklets)
- **Report size:** A-4 (8.5 inches x 11 inches)
- To be printed on 300 gram Art Card in 4 colours, with lamination.
- **Inside pages:** to be printed in 4 colours with 150 gram Art paper.
- **Accounts pages:** to be printed in two colours on 128 gram art paper.
- **Based on aforementioned specifications,** Themes and concept of the report and designing (for the year 2016), along with samples of previous work shall be required to be produced and submitted by the Printer/ Design house with technical bid latest by 07 February, 2017 (Tuesday) at 11:00 am to BOK Head Office Marketing Division.

FOR DISPLAYING ON WEBSITE.

Terms & Conditions for Printing & Designing of Annual Reports

1. The Bank of Khyber invites bids from authorized dealers/ TRI/ Printers/ Design Houses registered with Tax department, having GST/NTN registration for the printing and designing of BOK Annual Reports for the Year 2016.
2. Interested bidders must furnish their Financial and Technical bids in two separate sealed envelopes, each clearly marked as 'Technical' and 'Financial' bid.
3. Technical bids in sealed envelopes must be accompanied by a Demand Draft of Rs.1,000/- in the name of The Bank of Khyber (as processing fee, Non Refundable).
4. All bids (Technical and Financial) must be delivered to the BOK Head Office, Marketing Division latest by 07-02-2017 at 11:00 am.
5. Company seal/stamp must be affixed on Technical specification and financial proposals.
6. Technical bids will be opened on same day dated 07-02-2017 Tuesday at 12:00 pm at BOK Head Office Training Hall.
7. Any bids submitted after due date and time will not be entertained.
8. The Technical Proposal should contain all the bid items (Specification of bid) without quoting the price. Further themes and concept of the report and designing (for the year 2016), along with samples of previous work should also be enclosed with the technical bid.
9. If the Technical Specification does not meet BOK requirement, then financial proposal shall not be opened.
10. Time and date for opening of Financial Bids shall be communicated in writing to the technically qualified bidders.
11. The quoted price shall be valid till the completion / printing of the reports and shall include all Taxes applicable, such as GST, Income Tax, etc
12. Payment will be made through cross Payment Order on successful completion of the task.
13. The Bank of Khyber reserves the right to accept or reject any or all the bids as per Khyber Pukhtunkhwa Pubic Procurement Regulatory Authority (KPPRA) rules.
14. Any information about the bid may be obtained from the BOK Marketing Division during office hours i.e. from 09:00 am to 05:30 pm (Monday to Friday) at Phone No. 091-5270321.
15. The Bank of Khyber will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
16. Delivery of all items must be made within (3 – 4) weeks of issuance of purchase order.
17. Preference will be given to those companies who have a past experience in printing and designing.

Address:-

Head Marketing Division, Head office

The Bank of Khyber
State Life Building, 2nd Floor,
Peshawar Cantt.
Phone: 091-5270321
UAN: 091-111-95-95-95
Fax.: 091-5272178

FOR DISPLAYING AT WEBSITE



The Bank of Khyber

Tender For Printing & Designing of Annual Report

Sealed Bids/Proposals are invited from the authorized Printers & Design Houses, registered with Tax department, having GST/NTN registration for the following job:-

1. **Printing & Designing of Annual Report for the FY 2016 (1,000 Copies)**

Further details / Specifications, TORs and quantity of the above can be seen at on website

<http://www.bok.com.pk/downloads/>

Bids in all respects along with Rs.1,000/- as Processing Fee (Non Refundable) should reach the following address on 7 February, 2017 (Tuesday) at 11:00 AM. The opening timings for technical bids will be 12:00 PM on same day at BOK Training Hall, 10th Floor, State Life Building, Peshawar Cantt.

Head Marketing Division
The Bank of Khyber
2nd Floor,
State Life Building, Peshawar Cantt.
Phone: 091-5270321
UAN: 091-111-95-95-95

FOR ADVERTISEMENT IN NEWSPAPER