

GOVERNMENT OF PAKISTAN  
MINISTRY OF INTER PROVINCIAL COORDINATION  
NATIONAL INTERNSHIP PROGRAM

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No. 2-15/2014-NIP

Islamabad the 28<sup>th</sup> February, 2018

**TENDER NOTICE**

Sealed quotations/offers are invited from the reputed firms for printing of Internship Completion Certificates as per specifications given below:-

S. No	Description	Internship Completion Certificate
1	Size of Publication	11"× 8.5"
2	No. of Pages	01-Page (04-Color)
3	Quantity	75,000 - Certificates
4	Paper (Text)	Off White Fancy Card 260-Gsm (Imported)
5	Data Printing	Composing & Digital Printing of Each Certificate according to Intern's Data

2. Terms and conditions are as under:-

- i. The bidder should provide details of customers to whom services were provided
- ii. The cost should be per certificate including the cost for insertion of intern data in the certificate
- iii. Rate quoted must be valid till 30<sup>th</sup> June, 2018
- iv. Income tax at prescribed rate shall be recovered/deducted from the bills at the time of payment.
- v. The payment of all taxes will be the responsibility of participating firms.
- vi. The delivery time of the order will be 15-days. If the suppliers/contractors fail to supply the certificates in time, then the penalty of Rs. 500 per day will be applicable.
- vii. The department reserves the right to accept/reject the order as per its requirements.
- viii. The bidder should also provide copy of NTN registration.
- ix. The bidder should deposit earnest money equal to 2% of the total value of bid, vide CDR in the name of the DDO (NIP)
- x. The bid will be awarded on the basis of sample and a consolidated figure after adding the amounts for all the certificates.
- xi. Sample of paper and card for text and title be provided with the bid.

4. The specimen of certificate may be collected from the General Section of NIP free of cost. The quotations should be submitted in sealed envelope addressed to the Director General (NIP), 10th Floor, Shaheed-e-Millat Secretariat, Nazim-ud-Din Road, Islamabad, by 19-03-2018 before 1100 hours. All the bids will be opened on the same date at 1130 hours in the o/o the DG (NIP) Islamabad in the presence of the representatives of the bidders.

(Nasir Iqbal Nizami)  
Assistant Director (G)  
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