



TENDER NOTICE

Invitation to Tender for Supply of 60 NFE Centre Visibility Plaques for Tharparkar and Umerkot.

Thardeep Rural Development Programme (TRDP), under the UNICEF-supported Post-Primary Non-Formal Education Centres (NFEs) for Adolescent Girls in Tharparkar and Umerkot under Sindh Learning Program (eTools Ref. PAK/PCA202398/PD2026515), invites sealed bids from eligible and experienced suppliers for the manufacture/preparation and supply of 60 NFE Centre Visibility Plaques (30 for Umerkot and 30 for Tharparkar). Installation will be arranged separately by TRDP/Project.

S#	Description	Tender No. / Details
1	Tender Reference	TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques
2	Project	UNICEF-supported Post-Primary NFE Centers for Adolescent Girls under Sindh Learning Program.
3	Quantity / Coverage	60 plaques: 30 for Umerkot and 30 for Tharparkar
4	Technical Specification	20 Gauge Mild Steel Sheet Plate; Size 24" x 36"; Thickness 0.91 mm (0.036"); Approx. Weight 4.0 kg (8.8 lbs) per plaque
5	Bid Security	PKR 20,000 in the form of Demand Draft / Pay Order / Call Deposit in favour of TRDP; validity 90 days from submission deadline
6	Tender Publication	3 September 2026
7	Deadline for Clarification Requests	9 September 2026, 3:00 PM
8	Last Date for TRDP Clarifications	10 September 2026, 4:00 PM
9	Tender Submission Deadline	17 September 2026, 11:00 AM
10	Technical Bid Opening	17 September 2026, 11:30 AM (public session)
11	Financial Bid Opening	To be notified separately to technically compliant bidders

Tender documents are available free of cost from www.thardeep.org and may also be collected from the TRDP Hyderabad office. There is no tender fee.

Sealed bids must be delivered to: Procurement Committee, Thardeep Rural Development Programme (TRDP) Regional Office, Bungalow #102, Tando Jahania Cantonment, Hyderabad. Tel: 022-2108550.
Clarifications: procurement@thardeep.org

TRDP reserves the right to accept or reject any or all bids and to cancel the tender procedure in accordance with the Tender Dossier and applicable procurement procedures.

Thardeep Rural Development Programme
TRDP Regional Office -House #102, Tando Jahania, Cantt., Hyderabad | Telephone: +92 022-2108550

THARDEEP RURAL DEVELOPMENT PROGRAMME (TRDP)

TENDER DOSSIER

INVITATION TO TENDER FOR SUPPLY OF 60 NFE CENTRE VISIBILITY PLAQUES FOR THARPARKAR AND UMERKOT

Tender Reference	Publication Date	Submission Deadline
TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques	3 September 2026	17 September 2026, 11:00 AM

Project: UNICEF-supported Post-Primary Non-Formal Education Centres (NFEs) for Adolescent Girls in Tharparkar and Umerkot under Sindh Learning Program

Issued by: TRDP Procurement Committee

TRDP Regional Office- Bungalow #102, Tando Jahania Cantonment, Hyderabad | Tel: 022-2108550 |
procurement@thardeep.org | www.thardeep.org

INVITATION LETTER

03 September 2026

Our Ref.: TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques

Dear Sir/Madam,

SUBJECT: INVITATION TO TENDER FOR SUPPLY OF 60 NFE CENTRE VISIBILITY PLAQUES FOR THARPARKAR AND UMERKOT

This is an invitation to tender for the manufacture/preparation and supply of 60 NFE Centre Visibility Plaques (30 for Umerkot and 30 for Tharparkar). The procurement is one complete lot. Installation will be arranged separately by TRDP/Project.

The following documents constitute the tender package:

- Section A - Instructions to Tenderers
- Section B - Technical Specifications / Technical Offer / Financial Offer
- Annex I - Technical Specifications and Scope of Supply
- Annex II - Technical Offer Form
- Annex III - Financial Offer Form
- Section C - Declarations and Supporting Forms
- Annex IV - Bidder Declaration
- Annex V - Sample Approval Form
- Annex VI - Delivery / Acceptance Certificate
- Annex VII - Bid Submission Checklist
- Annex VIII - Reference Artwork

By submitting a tender, the bidder accepts that notifications regarding the procurement procedure may be sent electronically to the email address stated in its offer. Such notification shall be deemed to be received on the date on which TRDP sends it to that address.

Yours sincerely,

TRDP Procurement Committee

SECTION A

INSTRUCTIONS TO TENDERERS

Publication Reference: TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques

Thardeep Rural Development Programme (TRDP) is implementing the UNICEF-supported Post-Primary Non-Formal Education Centers (NFEs) for Adolescent Girls in Tharparkar and Umarkot districts, under Sindh Learning Program, under eTools Ref. No. PAK/PCA202398/PD2026515.

1. Scope of Supply

- The procurement is for the manufacture/preparation and supply of 60 NFE Centre Visibility Plaques: 30 for Umerkot and 30 for Tharparkar.
- The procurement is one complete lot of 60 plaques. Partial bids are not permitted, and the full quantity will be awarded to one successful supplier.
- Exact mandatory technical specification per plaque: 20 Gauge Mild Steel Sheet Plate; Size 24" x 36"; Thickness 0.91 mm (0.036"); Approx. Weight 4.0 kg (8.8 lbs). Alternative material, gauge, size, thickness or conditional specification is not acceptable.
- The reference artwork included in Annex VIII is for bidder understanding. TRDP will provide the successful bidder with the final approved print-ready artwork and the final centre-wise list of 60 NFE Centre names after issuance of the Purchase Order.
- Each plaque will carry the centre-specific NFE Centre/school name. The supplier shall reproduce the approved artwork without unauthorized change to logos, colours, layout or wording, except for the centre-wise name/location information instructed by TRDP.
- Within 2 calendar days of issuance of the Purchase Order, the successful supplier shall submit one sample/proof plaque for written approval by the Project Manager UNICEF NFE and Procurement Representative. Bulk production shall commence only after written sample approval.
- The approved sample shall form part of the total quantity of 60 plaques. If a sample is rejected, the supplier shall submit a corrected sample at its own cost.
- Complete supply of all 60 plaques shall be made within 10 calendar days from issuance of the Purchase Order. Any delay attributable solely to TRDP in approving a timely submitted sample shall not be counted against the supplier; the remaining delivery timeline shall resume after TRDP approval.
- The supplier may make the Umerkot and Tharparkar deliveries separately, provided that the complete quantity of 60 plaques is delivered within the applicable overall delivery period.
- Delivery shall be: 30 plaques to the TRDP designated office/warehouse in Umerkot and 30 plaques to the TRDP designated office/warehouse in Mithi, Tharparkar. Exact delivery points/contact persons will be communicated in the Purchase Order/delivery instructions.
- Installation/fixing at NFE Centers is excluded from the supplier scope and will be arranged separately by TRDP/Project.
- The quoted unit rate shall be all-inclusive and shall cover plaque manufacture/preparation, reproduction of approved artwork, centre-wise customization, packing, loading, transportation and delivery to both designated TRDP locations, and all applicable taxes and normal costs. No separate delivery/transport charge is payable.
- TRDP may inspect the sample and final supply and may verify size, material, gauge/thickness, artwork, centre name and overall conformity with the Tender Dossier and approved sample.
- Any plaque that does not conform to the approved sample, final artwork, centre name or mandatory specification may be rejected. The supplier shall correct/replace rejected plaques at its own cost within 3 calendar days of written notification.
- Quoted rates remain fixed until complete delivery and acceptance. No rate escalation shall be payable after award/Purchase Order.

2. Timetable

Activity	Date	Time (PST)
Tender Notice Publication	03 September 2026	-
Deadline for requesting clarifications from TRDP	09 September 2026	3:00 PM
Last date for issuance of clarifications by TRDP	10 September 2026	4:00 PM
Deadline for submission of tenders	17 September 2026	11:00 AM
Public Technical Bid Opening	17 September 2026	11:30 AM
Financial Bid Opening	To be notified of technically compliant bidders	-
Notification of Award	To be confirmed	-
Issuance of Purchase Order	To be confirmed	-

All times are Pakistan Standard Time (PST). The schedule may be amended by TRDP through a written notice/addendum.

3. Participation and Eligibility

3.1 Eligibility

- Participation is open to legally registered business entities, including sole proprietorships, associations of persons (AOPs), partnership firms, private/public limited companies and other legally recognized entities with valid NTN and GST/SRB registration, as applicable.
- The bidder must have at least two years of relevant experience in fabrication, signage, printing and/or supply of visibility materials, supported by Purchase Orders, contracts, experience letters or equivalent evidence, and must provide three client references.
- The bidder shall provide a company/business profile, registration proof, office/contact details and photographs/documentary evidence of similar past signage/plaque work. A physical sample is not required with the bid.
- The bidder shall confirm its production and delivery capacity to submit the sample within 2 calendar days and complete the full supply within the required delivery period.

3.2 Exclusion from Participation / Award

- Bidders must certify that they are not bankrupt, being wound up, under court administration or in an analogous situation under applicable law.
- Bidders must not have been convicted of an offence concerning professional conduct, fraud, corruption, terrorism-related activity, money laundering or other serious illegal activity and must not be guilty of grave professional misconduct.
- Bidders must have fulfilled applicable tax, social security and other statutory obligations, or provide valid lawful exemption evidence where applicable.
- Bidders must disclose actual, potential or perceived conflicts of interest and must not materially misrepresent information required for participation.
- Bidders must not be blacklisted, debarred, suspended or otherwise declared ineligible by a relevant government/semi-government authority, PPRA/SPPRA, donor, UN agency, NGO or other relevant organization, except where fully disclosed to TRDP for assessment.
- Bidders must not have direct or indirect involvement with terrorist/proscribed/banned organizations and must not be listed on applicable sanctions/proscribed person/entity lists.

3.3 Capacity

- Bidders must demonstrate sufficient legal, technical, production, operational and financial capacity to perform the supply. TRDP may require original or additional documentary evidence before award.

4. Origin

No specific country-of-origin restriction is prescribed; however, all supplied goods must fully comply with the mandatory technical specification, approved artwork and applicable laws.

5. Type of Contract

Goods/supply procurement to be awarded through a Purchase Order. The Tender Dossier, successful offer, approved sample and Purchase Order will form the contractual basis for supply.

6. Currency

All rates and financial offers must be presented in Pakistani Rupees (PKR).

7. Lot and Quantity

This tender comprises one complete lot of 60 NFE Centre Visibility Plaques. Partial bids, split quantities and alternative quantities are not permitted. TRDP intends to award the complete lot to one successful supplier.

8. Period of Bid Validity

- Bids shall remain valid for 60 days from the tender submission deadline. The bidder shall not alter quoted rates or material terms during this period.
- TRDP may request a written extension of bid validity where required. A bidder agreeing to an extension may not change the substance or rates of its bid.
- Bid Security shall remain valid for 90 days from the tender submission deadline.

9. Language of Tenders

The tender, all forms, supporting documents and formal correspondence shall be in English.

10. Submission of Tenders

- TRDP must receive the bid no later than 17 September 2026 at 11:00 AM at: Procurement Committee, Thardeep Rural Development Programme (TRDP) Regional Office- Bungalow #102, Tando Jahania Cantonment, Hyderabad. Tel: 022-2108550.
- Bids received by email or fax will not be accepted. Late bids will be rejected and will not be evaluated.
- The Technical Bid and Financial Bid must be submitted in separate sealed inner envelopes. Each inner envelope must contain 1 Original and 1 Copy, clearly marked ORIGINAL and COPY.
- The Technical Bid envelope shall be marked "TECHNICAL BID" and the Financial Bid envelope "FINANCIAL BID", each showing the Tender Reference. The original PKR 20,000 Bid Security instrument must be placed inside the Technical Bid envelope.
- Both inner envelopes shall be placed inside one sealed outer envelope marked with the Tender Title, Tender Reference, bidder name and the words: "DO NOT OPEN BEFORE TECHNICAL BID OPENING - 17 SEPTEMBER 2026, 11:30 AM."
- All pages should be initially/signed and stamped by the authorized signatory. The Technical Offer, Financial Offer and Bidder Declaration pages must bear full signature and company stamp.

11. Content of Tenders

Part 1 - Technical Bid

- Completed and signed Annex II - Technical Offer Form.
- Company/business profile and business registration proof.
- Valid NTN and GST/SRB registration, as applicable.
- Evidence of minimum two years' relevant experience.
- Three client references.
- Photographs/documentary evidence of similar past signage/plaque work.
- Written confirmation of exact technical specifications, sample submission timeline, final delivery timeline, two-location delivery and all-inclusive pricing basis.
- Original PKR 20,000 Bid Security (Demand Draft / Pay Order / Call Deposit in favour of TRDP), valid 90 days from submission deadline.
- Authority Letter / Power of Attorney / written authorization where the person signing the bid is not the proprietor/owner or otherwise clearly authorized by the legal entity.
- Completed Annex IV - Bidder Declaration and Annex VII - Bid Submission Checklist.

Part 2 - Financial Bid

- Completed Annex III - Financial Offer Form, submitted only in the sealed Financial Bid envelope.
- The bidder shall quote one all-inclusive unit rate per plaque for the complete quantity of 60 plaques. Delivery/transport charges shall not be quoted separately.
- The total bid price shall be calculated as Unit Rate per Plaque x 60.

- Rates must be stated in figures and words and shall include all applicable taxes and costs specified in the Tender Dossier.

12. Rejection / non-responsiveness

- Bid received after the deadline or through email/fax.
- Unsigned or materially incomplete bid.
- Bid without the required PKR 20,000 Bid Security.
- Failure to provide mandatory administrative/technical documents.
- Partial bid for fewer than 60 plaques.
- Alternative or conditional specifications that does not conform to the exact mandatory specification.
- Material deviation from tender terms, specifications, submission method or delivery requirements.

TRDP reserves the right to accept or reject any or all bids, in whole or in part, in accordance with its procurement procedures and without creating any entitlement to compensation.

13. Taxes, Pricing and Payment

- Quoted rates shall be inclusive of all applicable taxes. Where an exemption is claimed, the bidder must provide a valid exemption certificate under applicable law.
- TRDP will make WHT/GST/SRB or other statutory deductions at source as required by applicable law.
- The quoted unit rate shall include all normal costs of manufacture/preparation, approved artwork reproduction, centre-wise customization, packing, loading, transportation and delivery to both designated TRDP locations.
- No advance payment will be made.
- The supplier shall submit one final invoice only after complete delivery and TRDP acceptance of all 60 plaques.
- Payment will be processed within 30 days after receipt and verification of the complete invoice and supporting delivery/acceptance documents, subject to applicable statutory deductions.

14. Additional Information and Clarifications

Bidders may submit written clarification requests by the deadline in the timetable, quoting the Tender Reference and title, to procurement@thardeep.org or to the Procurement Committee at the TRDP Hyderabad Regional office. No pre-bid meeting is planned. TRDP will issue clarifications/addenda in writing and may publish them on www.thardeep.org. TRDP has no obligation to respond to requests received after the clarification deadline.

15. Alteration or Withdrawal of Tenders

A bidder may alter or withdraw its bid by written notice received before the submission deadline. The outer envelope shall be marked "ALTERATION" or "WITHDRAWAL", as applicable. No alteration is permitted after the deadline. Withdrawal during the bid-validity period may result in forfeiture of Bid Security.

16. Cost of Preparing Tenders

All costs of preparing and submitting a tender shall be borne by the bidder and are not reimbursable by TRDP. Tender documents are available free of cost; there is no tender fee.

17. Ownership of Tenders

TRDP will retain procurement records and bid documents received under this procedure. Bidders have no right to require the return of evaluated tender documents, except unopened Financial Bid envelopes of technically non-compliant bidders as provided in this tender.

18. Opening of Tenders

- Technical Bids will be opened in a public session on 17 September 2026 at 11:30 AM at TRDP Regional Office-Bungalow #102, Tando Jahania Cantonment, Hyderabad. Bidders or their authorized representatives may attend.
- Only Technical Bids will be opened at the first session. Financial Bid envelopes will remain sealed during administrative and technical evaluation.
- Financial Bids of technically compliant bidders will be opened on a date/time notified separately to those bidders. Financial Bid envelopes of technically non-compliant bidders will remain unopened and will be returned.
- After opening, no bidder may attempt to influence the Procurement/Evaluation Committee or obtain confidential information regarding evaluation, comparison or award.

19. Evaluation of Tenders

19.1 Administrative and Technical Compliance Evaluation

Tenders will first be reviewed for administrative compliance with the essential requirements of the Tender Dossier. A tender shall be considered administratively compliant where it satisfies the required submission conditions, procedures, documentation and other mandatory requirements without any substantial departure, reservation or restriction.

A substantial departure, reservation or restriction is one that materially affects the scope, quality or performance of the required goods; materially differs from the terms and conditions of the Tender Dossier; limits TRDP's rights or the tenderer's obligations; or would affect fair and equal competition among tenderers.

A tender found to contain a substantial departure, reservation or restriction shall be declared administratively non-compliant and shall not proceed with technical evaluation. The reasons for such determination shall be recorded in the Evaluation Committee's proceedings/minutes.

Tenders determined to be administratively compliant shall proceed to technical evaluation. The Evaluation Committee shall assess, among other applicable requirements:

- minimum two years' relevant experience and supporting evidence;
- three client references;
- similar past work photographs/documentary evidence;
- acceptance of the exact mandatory material, gauge, size, thickness and approximate weight specification;
- acceptance of TRDP-approved artwork and centre-wise customization requirements;
- production/delivery capacity, sample submission commitment and final delivery timeline;
- acceptance of packing, delivery, inspection, rejection/replacement and other supply requirements; and
- compliance with all technical specifications and conditions stated in the Tender Dossier.

Following this assessment, each tender shall be classified as Technically Compliant or Technically Non-Compliant. A technically non-compliant tender shall not proceed to financial evaluation. The Evaluation Committee shall record the specific reasons for technical non-compliance in the evaluation record/minutes.

TRDP reserves the right to verify supporting documents and inspect the approved sample and final supplied goods before acceptance.

19.2 Clarifications During Evaluation

For transparency and equal treatment of tenderers, the Evaluation Committee may seek written clarification from a tenderer within a specified period where information already contained in the tender requires explanation, confirmation or verification.

Any clarification sought or provided shall not permit the tenderer to change the price, substance, scope or material terms of its tender, nor shall it be used to make a substantially non-compliant tender compliant after the submission deadline. Clarification requests and responses shall be documented and retained as part of the procurement record.

19.3 Financial Evaluation

- Only Financial Bids of technically complaint-bidders will be evaluated.
- Financial evaluation will be based on the total evaluated bid price for the complete quantity of 60 plaques.
- Total Evaluated Bid Price = Quoted All-Inclusive Unit Rate per Plaque x 60.
- Actual payment will be based on the accepted all-inclusive unit rate, multiplied by the accepted quantity, subject to the complete-lot delivery and acceptance requirements of this tender.
- Rates shall be quoted in figures and words. If there is a discrepancy, the amount in words will prevail.

19.4 Award Criteria and Tiebreaker

Award will be based on the Technically Compliant Lowest Evaluated Bidder for the complete lot of 60 plaques. The complete award will be given to one supplier. In the event of an exact tie, preference will first be given to the bidder with stronger relevant experience; if still tied, better demonstrated production/delivery capacity will be considered.

20. Purchase Order and Performance Arrangements

- The successful bidder will be notified in writing and may be required to provide original or additional evidence of registration, tax status, experience, production/financial capacity and other tender information before issuance of the Purchase Order.
- No separate performance guarantee is required under this tender.
- The successful bidder shall provide written acceptance of the Purchase Order within 2 working days of issuance. Failure to accept/respond within the required period may result in cancellation of award, consideration of the next eligible bidder and/or Bid Security forfeiture where applicable.

- The Tender Dossier, successful bid, final approved artwork, approved sample and Purchase Order shall govern the supply.
- The supplier may not assign or transfer the Purchase Order without TRDP's prior written approval.

21. Bid Security

- Bid Security: PKR 20,000 (Rupees Twenty Thousand only) per complete tender submission.
- Acceptable forms: Demand Draft / Pay Order / Call Deposit in favour of TRDP.
- Validity: 90 days from the tender submission deadline.
- The original instrument must be placed in the Technical Bid envelope.
- Bid Security of unsuccessful bidders will be returned promptly after award/issuance of the Purchase Order.
- The successful bidder's Bid Security will be released after written acceptance of the Purchase Order.
- TRDP may forfeit Bid Security where a bidder withdraws during the bid-validity period, refuses to honour quoted rates/terms, fails to accept the Purchase Order after selection, or fails to commence supply as required.

22. Ethics, Safeguarding and Conduct

Any attempt to obtain confidential information, enter unlawful arrangements with competitors, collude, bribe, improperly influence the Procurement/Evaluation Committee or otherwise distort fair competition may result in rejection of the tender, cancellation of award and/or further action by TRDP.

Bidders/Contractors must disclose any actual or potential conflict of interest and shall perform their obligations impartially, professionally and in accordance with applicable laws and the requirements of TRDP.

Bidders/Contractors and their personnel shall not accept any payment, commission, benefit, gift or other advantage connected with the contract other than the payments expressly provided for under the contract.

Contractors and their personnel shall not undertake any activity or receive any benefit or advantage that is inconsistent with, or may compromise, their obligations to TRDP under the contract.

Bidders/Contractors shall respect applicable laws, human rights, core labour standards and prohibitions relating to forced labour and child labour.

TRDP maintains zero tolerance for physical violence, Sexual Exploitation and Abuse (SEA), and Sexual Exploitation, Abuse and Harassment (SEAH). Any substantiated involvement may result in immediate disciplinary action, contract termination, blacklisting and/or reporting to competent authorities.

Bidders/Contractors and their personnel shall maintain strict professional confidentiality throughout the procurement and contract period and after completion or termination. Information, records and documents obtained or prepared in connection with the procurement/contract shall not be disclosed to any third party without prior written authorization from TRDP, except where disclosure is required by law.

All reports, records, documents and other materials prepared, received or presented by the Contractor in connection with implementation shall be treated as confidential and shall be used solely for the purposes of performing the contract, subject to TRDP's instructions and applicable requirements.

Contractors and their personnel shall not make unauthorized public statements, representations or communications on behalf of TRDP or the project.

TRDP may suspend or cancel the procurement process, reject a tender or cancel/terminate an award or Purchase Order where fraud, corruption, collusion, material misrepresentation, conflict of interest, serious misconduct or other material violation of these requirements is established.

23. Cancellation of the Tender Procedure

TRDP reserves the right to cancel the tender procedure at any stage prior to award where circumstances justify such cancellation.

If the tender procedure is cancelled, tenderers shall be notified by TRDP. Where cancellation occurs before the tender opening session, sealed tender envelopes received by TRDP shall be returned unopened to the respective tenderers, where practicable.

Cancellation may occur, including but not limited to, where:

- the tender procedure has been unsuccessful, including where no suitable, technically compliant or financially acceptable tender has been received, or where no valid response has been received;
- the economic, operational, technical or project parameters have changed substantially;
- exceptional circumstances or force majeure make normal implementation of the project or procurement impracticable;
- all technically compliant tenders exceed the financial resources or approved budget available;

- substantial errors, irregularities, fraud or other circumstances have affected, or may have affected, fair and effective competition;
- continuation or award would not be consistent with sound financial management, economy, efficiency or effectiveness;
- The prices offered are determined by TRDP to be materially unreasonable or objectively disproportionate to prevailing market conditions;
- project requirements, funding availability or donor/programme requirements have materially changed; or
- cancellation is otherwise considered necessary in the legitimate interest of TRDP or the project, subject to applicable procurement procedures.

The reasons for cancellation shall be appropriately documented in the procurement record. TRDP shall not be liable for any costs, losses, loss of anticipated profits or other damages incurred by tenderers as a consequence of cancellation, to the extent permitted under applicable law and tender conditions. Publication of the Tender Notice, issuance of the Tender Dossier, receipt of tenders or commencement of evaluation shall not constitute a commitment or obligation on the part of TRDP to award a Purchase Order or proceed with the procurement.

24. Delivery Failure, Penalty and Termination

- The supplier shall meet the sample submission, approved production and final delivery requirements stated in the Tender Dossier/Purchase Order.
- Where supplied plaques do not conform to the approved sample, artwork, centre name or mandatory specification, TRDP may reject them and require correction/replacement at the supplier's cost within 3 calendar days.
- TRDP may impose a penalty of up to 5% of the Purchase Order value for material delay or non-compliance, subject to the circumstances of the breach and applicable procurement/contractual procedures.
- Repeated poor performance, failure to correct rejected goods, unjustified delay, refusal to supply, falsified documents, serious safeguarding breach, fraud, corruption or other serious misconduct may result in cancellation/termination of the Purchase Order and other action available to TRDP.

25. Appeals / Complaints

A bidder that believes it has been harmed by an error or irregularity in the procurement process may submit a written complaint/appeal to TRDP in accordance with applicable TRDP procurement procedures, identifying the Tender Reference and the specific grounds of complaint.

Bidder Initial/Stamp: _____

SECTION B**TECHNICAL SPECIFICATIONS / TECHNICAL OFFER / FINANCIAL OFFER****ANNEX I - TECHNICALS SPECIFICATIONS AND SCOPE OF SUPPLY****Contract Title: Supply of 60 NFE Centre Visibility Plaques for Tharparkar and Umerkot****Publication Reference: TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques**

S.No.	Requirement	Mandatory Specification / Condition
1	Item	NFE Centre Visibility Plaque
2	Quantity	60 plaques (30 Umerkot + 30 Tharparkar)
3	Material	20 Gauge Mild Steel Sheet Plate
4	Size	24" x 36"
5	Thickness	0.91 mm (0.036")
6	Approx. Weight	4.0 kg (8.8 lbs) per plaque
7	Artwork	TRDP-approved artwork; reference artwork attached as Annex VIII
8	Centre Names	Each plaque to carry the centre-specific name/location provided by TRDP after award
9	Sample	1 sample/proof plaque within 2 calendar days of PO; written approval before bulk production
10	Delivery	Complete 60 plaques within 10 calendar days from PO, subject to exclusion of documented TRDP sample-approval delay
11	Delivery Locations	30 to TRDP designated office/warehouse Umerkot; 30 to TRDP designated office/warehouse Mithi, Tharparkar
12	Installation	Excluded from supplier scope; TRDP/Project will arrange installation
13	Pricing	Single all-inclusive unit rate per plaque; no separate delivery/transport charge
14	Replacement	Non-conforming/rejected plaques to be corrected/replaced within 3 calendar days at supplier cost

ANNEX II - TECHNICAL OFFER FORM

To be completed by the bidder. Attach supporting documents as required.

Company Information	Bidder Response
Company / Business Name	
Legal Status (Sole Proprietor/AOP/Partnership/Pvt Ltd/Public Ltd/Other)	
Registration No. / Authority	
NTN	
GST/SRB Registration (as applicable)	
Registered / Office Address	
Telephone / Mobile	
Email	
Website (if any)	
Authorized Representative	

Company Information	Bidder Response
Position	
Designated Operational Focal Person	
Focal Person Mobile	

Relevant Experience

Client / Organization	Contract / Assignment	Period	Value (PKR, if applicable)	Evidence Attached

Three Client References

Name of Referee	Designation	Company / Organization	Email	Contact Number

Technical Compliance Confirmation

Requirement	Bidder Confirmation
Minimum 2 years relevant experience	☐ Yes ☐ No
Valid NTN and GST/SRB, as applicable	☐ Yes ☐ No
Similar past signage/plaque photographs/documentary evidence attached	☐ Yes ☐ No
Exact 20 Gauge Mild Steel Sheet Plate specification accepted	☐ Yes ☐ No
Exact size 24" x 36" and thickness 0.91 mm (0.036") accepted	☐ Yes ☐ No
Approx. weight 4.0 kg (8.8 lbs) per plaque accepted	☐ Yes ☐ No
Full quantity of 60 plaques / one complete lot accepted	☐ Yes ☐ No
TRDP-approved artwork and centre-wise name customization accepted	☐ Yes ☐ No
Sample submission within 2 calendar days accepted	☐ Yes ☐ No
Final delivery within 10 calendar days accepted	☐ Yes ☐ No
30 Umerkot + 30 Mithi/Tharparkar delivery accepted	☐ Yes ☐ No
Installation excluded from supplier scope acknowledged	☐ Yes ☐ No
All-inclusive unit rate / no separate delivery charge accepted	☐ Yes ☐ No
3-calendar-day correction/replacement requirement accepted	☐ Yes ☐ No
Fixed rates until complete delivery accepted	☐ Yes ☐ No
No alternative/conditional specification offered	☐ Yes ☐ No

I certify that the information provided in this Technical Offer is true and accurate. I understand that false or misleading information may result in rejection, cancellation of award, forfeiture of Bid Security and/or other action under the tender conditions.

Name: _____

Position: _____

Signature & Stamp: _____

Date: _____

ANNEX III - FINANCIAL OFFER FORM**Publication Reference: TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques**

Bidder Name: _____

Instructions: Quote one all-inclusive unit rate for the complete quantity of 60 plaques. The rate must include all costs and applicable taxes specified in the Tender Dossier. Delivery/transport charges shall not be quoted separately. Amounts must be stated in figures and words.

S.N o.	Description	Qty	Unit	Unit Rate (PKR) - Figures	Unit Rate (PKR) - Words	Total Price (PKR) - Figures	Total Price (PKR) - Words
1	NFE Centre Visibility Plaque - exact mandatory specification per Tender Dossier	60	Plaque				

Total Evaluated Bid Price = All-Inclusive Unit Rate per Plaque x 60.*If there is a discrepancy between figures and words, the amount in words will prevail.***Financial Offer Declarations**

- The quoted rate is fixed until complete delivery and acceptance.
- No advance payment is required/claimed.
- A single final invoice will be submitted only after complete delivery and TRDP acceptance of all 60 plaques.
- Payment will be due within 30 days after receipt and verification of the complete invoice and supporting documents, subject to applicable statutory deductions.
- The quoted rate includes manufacture/preparation, approved artwork reproduction, centre-wise customization, packing, loading, transportation and delivery to both designated TRDP locations, and all applicable taxes and normal costs.
- Installation is excluded from the supplier scope and will be arranged by TRDP/Project.

Name: _____

Position: _____

Signature & Stamp: _____

Date: _____

SECTION C

DECLARATIONS AND SUPPORTING FORMS

ANNEX IV - BIDDER DECLARATION

In response to Tender TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques, we, the undersigned, hereby declare and certify that:

1. This bid is valid for 60 days from `7 September 2026 and the Bid Security is valid for 90 days from 17 September 2026.
2. We acknowledge that TRDP is not bound to proceed with the procurement and that the complete lot will be awarded in accordance with the Tender Dossier and applicable procurement procedures.
3. We agree to all tender terms and conditions and will supply the complete quantity in accordance with the specifications, approved artwork, approved sample and Purchase Order issued by TRDP.
4. We are not engaged in corrupt, fraudulent, collusive or coercive practices and understand that evidence of such conduct may result in immediate rejection/cancellation and further action.
5. We are not bankrupt, being wound up or subject to analogous proceedings that materially affect our capacity to perform the supply.
6. We have fulfilled our obligations relating to the payment of applicable taxes, social security contributions and other statutory liabilities in accordance with the laws of Pakistan and, where applicable, the laws of the jurisdiction in which we are established or in which the contract is to be performed. Where any lawful exemption applies, valid documentary evidence shall be provided.
7. Neither the bidder nor, to the best of our knowledge, its owners, directors, partners or authorized representatives has been convicted or found liable for fraud, corruption, terrorism-related offences, money laundering or any other serious illegal activity that would render the bidder ineligible under applicable Pakistani law or the requirements of this Tender Dossier.
8. We have not provided any materially false, inaccurate or misleading information in connection with this tender and have not seriously misrepresented any information required for participation in the procurement process.
9. We confirm that we have disclosed any actual, potential or perceived conflict of interest, including any family, business, financial or other relationship with TRDP personnel or persons involved in the procurement process that could reasonably affect, or appear to affect, the impartiality of this procurement. We undertake to immediately disclose any such conflict arising during the tender or Purchase Order period.
10. Where any proprietor, partner, director, beneficial owner, authorized representative or other relevant person associated with the bidder has a relationship with TRDP personnel or is a Politically Exposed Person (PEP), such relationship/status shall be disclosed to TRDP. TRDP shall determine whether the circumstances constitute a conflict of interest or otherwise affect eligibility under the applicable procurement requirements.
11. We have no direct or indirect involvement with any terrorist, proscribed or banned organization or entity, and shall not knowingly provide funds, resources, services or other support to such organization or entity.
12. We are not currently blacklisted, debarred, suspended or otherwise declared ineligible by any relevant Government or semi-Government authority, PPRA/SPPRA, donor, United Nations agency, NGO or other national or international organization, except where such status has been expressly disclosed to TRDP with complete details.
13. We are not listed on any applicable sanctions or proscribed person/entity list issued or recognized by the Government of Pakistan, NACTA, the United Nations Security Council or other competent authority applicable to this procurement.
14. We have not, to the best of our knowledge, been convicted or finally determined by a competent authority to have been involved in child abuse, exploitation or other serious safeguarding misconduct. We undertake to comply fully with TRDP's safeguarding requirements, including zero tolerance relating to Sexual Exploitation and Abuse (SEA) and Sexual Exploitation, Abuse and Harassment (SEAH).
15. We accept that Bid Security may be forfeited in the circumstances stated in the tender, including withdrawal during validity, refusal to honour quoted terms, failure to accept the Purchase Order after selection or failure to commence supply as required.
16. We confirm that our offer is based on the exact mandatory technical specification stated in the Tender Dossier and does not substitute alternative material, gauge, size or thickness.
17. We understand that TRDP may verify our supporting documents, approve/reject the sample and inspect final supplied goods before acceptance.

18. We understand that any material misrepresentation, concealment of a conflict of interest, false declaration or subsequent discovery of ineligibility may result in rejection of the tender, cancellation of award/Purchase Order, forfeiture of Bid Security where applicable, blacklisting/debarment proceedings and/or any other action available to TRDP under the Tender Dossier and applicable law.

Name: _____

Position Title: _____

Company: _____

Date / Signature & Stamp: _____

ANNEX V - SAMPLE APPROVAL FORM

To be completed after award and before bulk production. Sample approval shall be documented jointly by the Project Manager UNICEF NFE and Procurement Representative.

Verification Item	Details
Supplier Name	
Purchase Order No.	
Tender Reference	TRDP-UNICEF/ALPNFE/003/NFE Centre Visibility Plaques
Date Sample Received	
Centre Name Shown on Sample	
Material	20 Gauge Mild Steel Sheet Plate
Size	24" x 36"
Thickness	0.91 mm (0.036")
Approx. Weight	4.0 kg (8.8 lbs)
Artwork / Logos / Layout	☐ Compliant ☐ Not Compliant
Centre Name / Text	☐ Correct ☐ Correction Required
Overall Sample Status	☐ APPROVED ☐ REJECTED / CORRECTION REQUIRED
Remarks / Required Corrections	

Project Manager UNICEF NFE Name: Signature: Date:	Procurement Representative Name: Signature: Date:
Note: The approved sample forms part of the total quantity of 60 plaques. Rejected samples must be corrected/replaced at supplier cost.	

ANNEX VI - DELIVERY / ACCEPTANCE CERTIFICATE

This form may be adapted operationally by TRDP. Separate certificates may be completed for Umerkot and Mithi/Tharparkar deliveries.

Field	Details
Supplier Name	
Purchase Order No.	
Delivery Location	☐ Umerkot ☐ Mithi/Tharparkar
Delivery Date	
Quantity Delivered	
Delivery Challan / Invoice Ref.	

Delivery Verification

Verification Item	Details
Quantity matches delivery instruction	☐ Yes ☐ No
Material / gauge / thickness verified	☐ Yes ☐ No
Size verified	☐ Yes ☐ No
Centre-wise names checked	☐ Yes ☐ No
Artwork consistent with approved sample	☐ Yes ☐ No
Packing / condition satisfactory	☐ Yes ☐ No
Rejected / correction quantity, if any	
Remarks / Exceptions	
Acceptance Status	☐ ACCEPTED ☐ PARTIALLY ACCEPTED ☐ REJECTED

TRDP Authorized Verification: Name: _____ Signature: _____ Date: _____

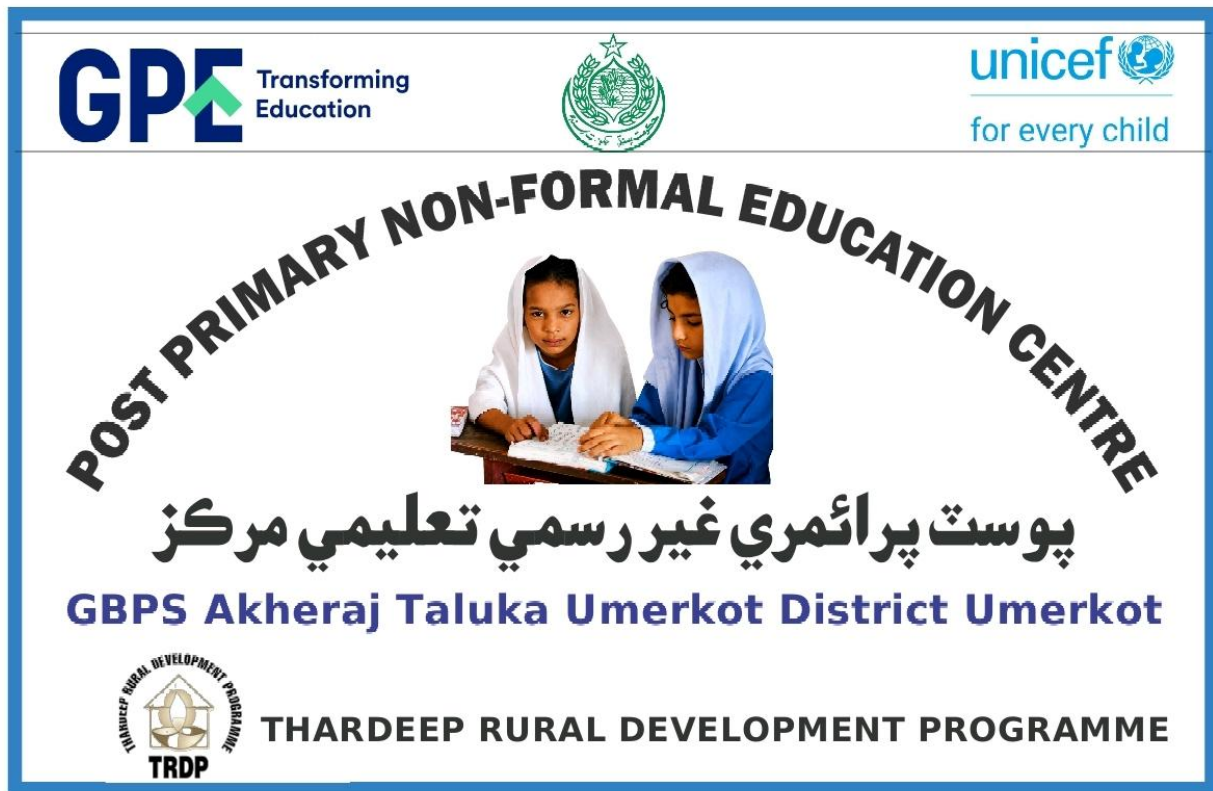
S.No.	Document / Requirement	Envelope / Location	Attached
1	Technical Offer Form (Annex II) completed and signed	Technical	☐
2	Company / Business Profile	Technical	☐
3	Business Registration Proof	Technical	☐
4	Valid NTN certificate	Technical	☐
5	Valid GST/SRB registration, as applicable	Technical	☐
6	Minimum 2 years relevant experience evidence	Technical	☐
7	Three client references	Technical	☐
8	Similar past signage/plaque photographs/documentary evidence	Technical	☐
9	Technical specification / delivery schedule confirmations	Technical	☐
10	Original PKR 20,000 Bid Security valid 90 days	Technical	☐
11	Authority Letter / Power of Attorney, if applicable	Technical	☐

S.No.	Document / Requirement	Envelope / Location	Attached
12	Bidder Declaration (Annex IV) signed and stamped	Technical	[]
13	Bid Submission Checklist (Annex VII) signed	Technical	[]
14	Financial Offer Form (Annex III) completed for full quantity of 60	Financial	[]
15	Unit rate and total price stated in figures and words	Financial	[]
16	Technical Bid: 1 Original + 1 Copy, sealed and marked	Technical	[]
17	Financial Bid: 1 Original + 1 Copy, sealed and marked	Financial	[]
18	Outer sealed envelope correctly marked with Tender Title/Reference and opening warning	Outer Package	[]
19	All pages initially/signed and stamped; final offer/declaration pages fully signed	All	[]

Bidder Name: _____ Authorized Signatory: _____	Signature & Stamp: _____ Date: _____
The bidder confirms that the above documents are enclosed in the correctly sealed envelopes.	

ANNEX VIII - REFERENCE ARTWORK

The artwork below is for reference only. Final approved print-ready artwork and centre-wise names will be provided by TRDP to the successful bidder before production. The supplier shall not make unauthorized changes to logos, colours, layout or wording.



END OF TENDER DOSSIER