

TERMS OF REFERENCE
TEACHING LEARNING MATERIAL (TLM)

KEY Objective:

Directorate General of BECS intends to provide Teaching Learning Material (TLM) to its teachers and students. For this purpose, BECS invites sealed bids from the original manufacturers/authorized distributors/suppliers/Contractors registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue for supply of following **(Annex-A)** Teaching Learning Material (TLM) items.

General criteria for the firm/company bidding proposal shall include:

- i. The proposal should be submitted in TWO SEPARATE envelops marked as “TECHNICAL BID” and “FINANCIAL BID” in BOLD and LEGIBLE letters in the office of undersigned before mentioned closing date and time. Single Stage Two Envelope Procedure (PPRA).
- ii. The bids must be submitted on eprocure.gov.pk.
- iii. The firm/company should be duly registered agency/organization operating under regulations of Government of Pakistan.
- iv. Three year experience in relevant field.
- v. The firm/company should be financially sound having good reputation with sound track record of successful implementation of assignments with government or private partners. Financial position of the firm supported with audited statements is required.
- vi. Details of similar/major projects undertaken in the past.
- vii. Estimated expenditure with complete breakup is required.

Implementation Time Period:

The delivery of TLM will be carried with in the 15 days after award of contract.

Deliverables:

The deliverables shall include, but not limited to the following:

- i. Deliverables as given in Annex-A.
- ii. Any other requirement conveyed formally to the firm/company by the BECS management.

Miscellaneous Instructions:

- i. Before start of project, briefing will be given by BECS management.
- ii. The firm/company will incorporate all recommendations/changes proposed by BECS management if any, from time to time.
- iii. The material will be delivered at Islamabad, Muzaffarabad (AJK), Gilgit, Skardu and Diamer.
- iv. The sample, specification, quantity, destination etc can be obtained/confirmed from the office of under signed during office hours.

- v. The tender must accompany a call deposit of 5% (Refundable) security in the name of “Directorate General of BECS” and sample must be submitted along with bidding documents.
- vi. Items must be delivered within the stipulated time frame, at the required destination as specified in the bidding document.
- vii. Successful bidder will be responsible to deliver the items within 15 days after award of contract.
- viii. After laps of 15 days for non supply of items, the matter will be proceeded in light of relevant instructions of PPRA rules 2004.
- ix. Unit cost of each item should include all applicable taxes, delivery charges etc and no additional claim will be entertained in this respect.
- x. BECS reserve the right to reject any/all tenders wholly/partially without assigning a reason.

TEACHING LEARNING MATERIAL (TLM) DGBECS FOR FY 2023-24

Sr.#	Name of Item	Specification of Items	Delivery Station	Number of item
1.	White Board	Size 3x4 Ft thickness 6.5 cm with aluminum Frame	Islamabad Muzffarabad Gilgit Skardu Diامر	1620
2.	Duster	Good Quality Wooden base (As per specimen)	Islamabad Muzffarabad Gilgit Skardu Diامر	1620
3.	Admission Register	25 Pages 68gm Hard Binding	Islamabad Muzffarabad Gilgit Skardu Diامر	1620
4.	Attendance Register	50 pages 68gm Hard Binding	Islamabad Muzffarabad Gilgit Skardu Diامر	1620
5.	White Board Marker	Good Quality (As per specimen)	Islamabad Muzffarabad Gilgit Skardu Diامر	6480
6.	Writing Note Book	90 pages 68 gm	Islamabad Muzffarabad Gilgit Skardu Diامر	218372
7.	Lead Pencils	Good Quality (As per specimen)	Islamabad Muzffarabad Gilgit Skardu Diامر	272965
8.	Eraser	Good Quality (As per specimen)	Islamabad Muzffarabad Gilgit Skardu Diامر	109186
9.	Plastic Scale	Good Quality (As per specimen)	Islamabad Muzafferabad	54593

			Gilgit Skardu Diamer	
10.	Sharpener	Good Quality (As per specimen)	Islamabad Muzffarabad Gilgit Skardu Diamer	109186
11.	Plastic Pouch	Good Quality (As per specimen)	Islamabad Muzffarabad Gilgit Skardu Diamer	54593
12.	Parachute (string) Backpack	Parachute Stuff, Measures: 18''x11''x8''	Islamabad Muzffarabad Gilgit Skardu Diamer	54593