Tourism Development Corporation of Punjab intends to purchase Videography Equipment & Accessories for making documentaries for tourism purposes. The Bids (Technical & Financial) are invited from reputable, capable and sound firms.

<table>
<thead>
<tr>
<th>Title of Work</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Videography Equipment including Camera, Lenses, Drone, Sound, Lighting, Storage &amp; other related miscellaneous equipment &amp; accessories.</td>
<td>Rs.1,200,000/-</td>
</tr>
</tbody>
</table>

1. A CDR of 5% i.e. (Rs.60,000/-) of the estimated cost in favor of TDCP shall be attached as bid security.
2. Interested parties/ firms may collect the original set of tender documents on payment of non-refundable fee of Rs.500/- after publishing the advertisement upto 14th October, 2019 at 12.00 noon during the office hours.
3. Interested firms must have valid registration with Income Tax / Sales Tax Department. Copies of all valid registrations be enclosed with the bid by bidding firm.
4. A Certificate / Affidavit that the firm is not black listed by any Govt. / Autonomous, Semi Autonomous Body and no bankruptcy involved.
5. The bid shall be single stage one envelope bidding procedure.
6. The equipment and accessories shall be delivered at Head Office within 15 days of issuance of work order.
7. The TDCP reserves the right to reject all the bids / proposals at any time prior to acceptance of a bid or proposal.
8. The bid must reach in the office of General Manager (Operations), before **14.10.2019 before 12:00** noon. The bids were called as shall be opened on same day at **12:30** pm.
9. Incomplete and bids received after due date will not be entertained.

General Manager (Operations)
151 Abu Bakar Block, New Garden Town
Lahore. Ph #: 042-99231007
info@tdcp.gop.pk | www.tdcp.gop.pk
The Tourism Development Corporation of Punjab
151-Abu Bakar Block, Garden Town, Lahore

Rs.500/- (Non-refundable)

TENDER DOCUMENTS

INVITATION OF PROPOSAL / BIDS FOR PURCHASE OF VIDEOGRAPHY EQUIPMENT AND ACCESSORIES FOR DOCUMENTARIES

INSTRUCTIONS TO BIDDERS

1. The Tourism Development Corporation of Punjab (hereinafter referred as TDCP) is a wholly owned company of the Government of Punjab engaged for the promotion of Tourism in the province of Punjab. The principal office of the Corporation is at 151-Abu Bakar Block, New Garden Town, Lahore.

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<td>Provision of Videography Equipment &amp; Accessories as per details given below:</td>
<td>Rs.1,200,000/-</td>
</tr>
<tr>
<td>i. Sony A7S2 Camera with a compatible at least 16-35 mm F4 Lens &amp; FW50 Original Battery or equivalent</td>
<td></td>
</tr>
</tbody>
</table>
INSTRUCTIONS

- The supply should be made within 15 days from the issuance / acceptance of purchase order.
- Income tax & sales tax at prescribed rate as per provision of Tax Ordinances will be deducted from payment to be released.
- Payment shall be released by the TDCP after inspection of the same. No advance payment shall be made in any case.
- Participating Firms/bidders are required to supply the goods at TDCP Head Office Lahore.

The instructions enumerated would apply. Please read them carefully before filling tender documents and sign every page of this document in token of acceptance:-

1. Any offer not received as per terms and conditions of the Tender Documents liable to be rejected.
2. Bid Security is @ 5% i.e (Rs.60,000/-) of estimated price in shape of CDR. Bid security less than 5% shall not be accepted.

3. No offer shall be considered, if:
   - It is received after the time and date fixed for its receipt.
   - The unsigned tender document. The bid does not bear seal of the firm.
   - The ambiguous offer.
   - The offer received is of shorter validity than required in the tender enquiry.
   - The offer received by a telegram or telefax.

4. Validity of the offer will be 30 days from the date of opening of the tender.

5. TDCP has the right to accept or reject all the bids or proposals at any time prior to the acceptance of any proposal or bid.

6. If acceptance of the offered bid by TDCP is conveyed to the bidder during the validity period of the offer, the bidder shall be bound to accept the same. If the bidder does not accept the selected offer, his bid participating money (earnest money) would be forfeited and no appeal against that will be entertained.

7. In case the offer is withdrawn, amended or revised during the validity period of the offer, the earnest money shall be liable to be forfeited.
8. In case the bidding firm fails to discharge his contractual liabilities strictly in accordance with terms & conditions laid down in the contract / letter of intent, the security deposited by him shall be forfeited.

9. All necessary documents such as advertisements etc would be the part of the contract.

10. Purchase price of this tender document is **Rs.500/-** (Rupees five Hundred only) which will be non-refundable.

11. The Tender / Proposal must reach in the office of the General Manager (Operations) TDCP, Lahore, upto **14.10.2019** before **12.00** noon. The Tender / Proposal will be opened on the same day at **12.30 pm** in the office of the undersigned in the presence of the authorized representatives of the participated firms.

12. Further, detail can be obtained from Mr. Usman Qureshi, Editor Explore Punjab on Cell No. 0321-4552000.

13. All sealed bids / tender documents shall be addressed to General Manager (Operations), TDCP, 151 Abu Bakar Block, New Garden Town, Lahore.

In have read all the terms & conditions and agreed upon it therefore submitting my bid for above reference tender

Name: ______________________________

Signature & Company Stamp: ______________________________

Company Name and Address: ______________________________

Telephone No. Office: Mobile: ______________________________