

**TENDER NOTICE**  
**HIRING OF DESIGN & CREATIVE SERVICES**

The Institute of Strategic Studies Islamabad (ISSI) invites bids from reputable, experienced, and qualified firms/agencies for provision of design and creative services on a framework/contract basis.

**1. Procuring Agency:**

Institute of Strategic Studies Islamabad (ISSI)

**2. Procurement Title:**

Hiring of Design & Creative Services

**3. Procurement Method:**

Open Competitive Bidding (Two Stage)

**4. Scope of Services:**

The selected firm(s) shall provide professional design services including but not limited to:

- Journal design
- Pivot/Policy papers design
- Books and Islamabad Paper layout & formatting
- Annual Report & Seminar Report design
- Booklets, brochures, and flyers
- Invitation cards and certificates
- Event branding (standees, backdrops, web banners)
- Merchandise design (bags, mugs, shields, etc.)
- Creative artwork (building visuals, digital graphics)
- Logo design and branding

**5. Eligibility Criteria:**

Bidders must fulfill the following:

- Registered with SECP/Registrar of Firms
- NTN & GST registered and on Active Taxpayer List (ATL)
- Minimum 3–5 years of relevant experience in design/creative services
- Strong portfolio of similar work
- Financially sound entity
- Experience with government/public sector organizations (preferred)

**6. Bid Security:**

Bid Security of 50000 (Fifty thousand only) in the form of Pay Order/Bank Draft in favor of. "The Institute of Strategic Studies Islamabad"

**7. Tender Documents:**

Available on PPRA e-PADS system.

**8. Submission of Bids:**

Bids must be submitted electronically through PPRA e-PADS on or before 2 June, 2026

**9. Opening of Bids:**

Technical proposals will be opened first via PPRA e-PADS.

**10. Address:**

Institute of Strategic Studies Islamabad (ISSI)  
Ataturk Ave, F-5/2 F-5, Islamabad

ISSI reserves the right to accept or reject any or all bids as per PPRA Rules.

**Procurement Section**

ISSI