

Standard Bidding Document

SERVICES FOR HIRING EVENT MANAGEMENT COMPANY FOR
ORGANIZING FOODAG-2026 AT EXPO CENTRE, KARACHI (23TH-
26THNOVEMBER, 2026)
(Non-Consultancy Services)

National

Single Stage-Two Envelope



September 07, 2026

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PROCUREMENT NOTICE

PROCUREMENT OF NON-CONSULTANCY SERVICES

1. The **Trade Development Authority of Pakistan (TDAP, HQ Karachi)** has reserved Funds for the procurement planned for FY **2026-27**. The **Trade Development Authority of Pakistan (TDAP, HQ Karachi)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the **“SERVICES FOR HIRING EVENT MANAGEMENT COMPANY FOR ORGANIZING FOODAG-2026 AT EXPO CENTRE, KARACHI (23TH-26THNOVEMBER, 2026)”** with the reference of **"P109429"**
2. The **Trade Development Authority of Pakistan (TDAP, HQ Karachi)** invites Bids through **EPADS v2.0** from eligible Bidders registered on **EPADS v2.0** for provision of Non-Consultancy Services.
3. **Single Stage-Two Envelope** Procedure of Principal Method of Procurement (i.e. Open Competitive Bidding) will be used by adopting **Least Cost Based Selection (LCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, and Instructions issued by the Authority (from time to time).
4. All Bids must be accompanied by a Bid Security described in Bid Security Section in Bidding Document in the form of **Pay Order, Demand Draft** or Bid Securing Declaration on the prescribed format described.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **<https://epads.gov.pk/opportunities/federal/procurements/109429>**.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through **EPADS v2.0** on or before **Thursday, September 24, 2026 11:00 AM**. E-bids will be opened on the same day at **Thursday, September 24, 2026 11:30 AM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on the new version of **EPADS v2.0**, may register themselves on **<https://vendors.epads.gov.pk/>**.

A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

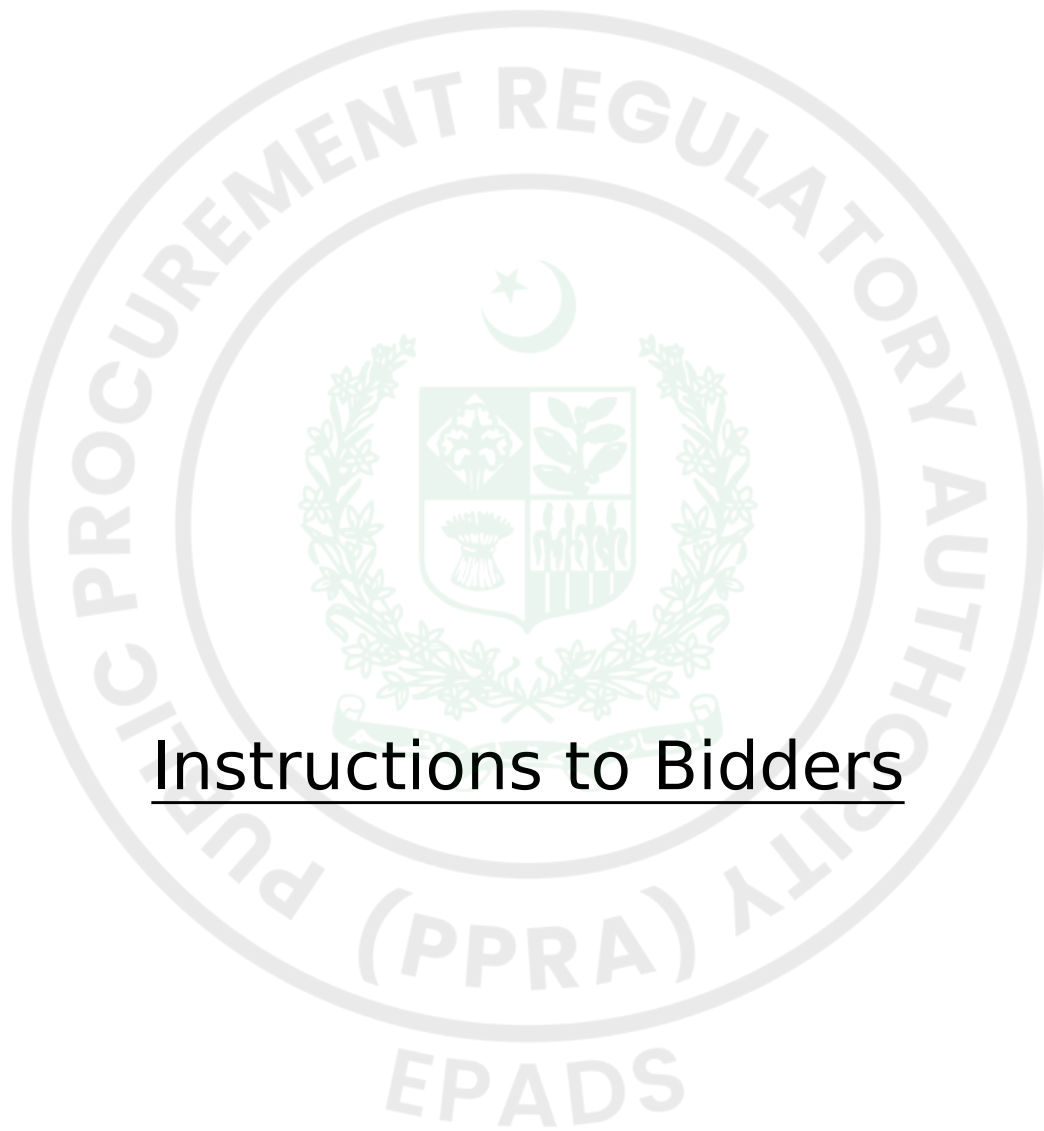
7. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and also available on **EPADS v2.0** as well as Authority's website at (www.ppra.org.pk).

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Instructions to Bidders

A. Introduction

1. Scope of Bids

1.1. The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids through **EPADS v2.0** for the provision of Non-Consultancy Services for as specified in the BDS and **in Section Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. **Single Stage-Two Envelope** procedure of the open competitive method shall be used. The successful Bidders will be expected to provide the services within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1. Source of funds is referred in Clause-1 of Invitation for Bids.

3. Fraudulent & Corrupt Practices

3.1. As defined under Rule 2(1)(f) of the Public Procurement Rules, 2004.

4. Eligible Bidders

4.1. A bidder is eligible to participate in a procurement process if the bidder:

4.1.1. possesses or has access to the technical competence, financial resources, equipment and other physical facilities, personnel, managerial capability, experience and reputation necessary to complete the procurement contract;

4.1.2. has the legal capacity to enter into a procurement contract;

4.1.3. is not insolvent, in receivership, bankrupt or being wound up and its activities or affairs are not suspended or being administered under any Act, by a court or by a judicial officer;

4.1.4. is not the subject of legal proceedings for any of the matters mentioned in sub-rule (c);

4.1.5. has fulfilled or has made substantial arrangements satisfactory to the relevant authorities, to fulfil its obligations to pay taxes and social security (where applicable) other contributions of its employees; and

4.1.6. has not, or in the case of a company, its owners and beneficial owners, directors or officers have not, been convicted of a criminal offence related to:

4.1.6.1. its professional conduct; or

4.1.6.2. a bidder (or, in the case of a company, its key individuals such as owners, beneficial owners, directors, or officers) must not have engaged in any prohibited practice, such as fraud, corruption, collusion, or coercion, within the time period stated in the bidding documents, which can be up to three years before the start of the procurement process. Additionally, the bidder must not have been debarred (i.e., banned) from participating in public procurement processes in Pakistan or by any international organization or country. If they have, they are ineligible to participate in the current bidding.

4.2. The procuring agency may require a bidder participating in the procurement process to provide the prescribed documentary evidence or other information to satisfy itself that the bidder is qualified in accordance with the criteria in sub-clause (1).

4.3. A procuring agency shall set out in the bidding document all the criteria for qualification to be applied in accordance with sub-clause (1).

4.4. Except as permitted under the Ordinance, Rules and Regulations, the procuring agency shall not establish a criterion for eligibility of a bidder that:

4.4.1. discriminates against or among a bidder or against categories of bidders; or

4.4.2. is not required for the performance of the procurement contract; or

4.4.3. is not related to the avoidance or management of legal, reputational or economic risk to the procuring agency unless it is in the national interest to do so, and the criteria is set out in the bidding documents.

4.5. A procuring agency shall assess the eligibility of a bidder for participation in the procurement process against the criteria for qualification under sub-clause (1).

4.6. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the contract in accordance with the terms and conditions of the contract. The joint venture, consortium, or association shall nominate a lead member as nominated in the BDS,

4.7. who shall have the Authority to conduct all business for and on behalf of any and all the members of Joint venture, consortium, or association during the bidding process, and in case of award of contract, during the execution of the contract.

4.8. The appointment of the lead Member in the joint venture, consortium, or association shall be confirmed by submission of valid power of Attorney to the procuring agency.

4.9. Subject to the limits specified in the BDS, the procuring agency may allow bidders to participate in the form of a Joint Venture (JV). However, each party in the JV must individually meet the eligibility criteria specified in the BDS

4.10. No Bidder can be a sub-contractor while submitting a Bids individually or as a member of a joint venture in the same Bidding process.

5. Qualification of the Bidder

5.1. All Bidders shall provide in Section VI, Bid Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

B. Bidding Documents

6. Contents of Standard Bidding Document

6.1. The Services required, bidding procedure, and terms and conditions of the contract are prescribed in the bidding document. In addition to the Invitation for Bids, the bidding document which should be read in conjunction with any addendum issued by the Procuring Agency include:

Section I -Invitation to Bid

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Eligible Countries

Section V Evaluation Criteria, Specifications, Schedule of Requirements, and Technical Specifications.

Section VI Bidding Forms

Section VII Fraudulent & Corrupt Practices

Section VIII - Material & Non-material deviation

Section IX General Conditions of Contract (GCC)

Section X Special Conditions of Contract (SCC)

Section XI Contract Forms

6.2. The Bidder is expected to examine all instructions, requirements, forms, terms and specifications in the bidding documents. Failure to furnish all the information required in the bidding document will be at the Service provider's risk and may result in the rejection of his bids.

7. Clarifications

7.1. Clarifications of the bidding documents may be requested in writing through EPADS v2.0 by any bidder up to three days prior to the deadline for the submission of bids.

The procuring agency shall respond promptly and in writing to any request by a bidder for clarification of the bidding documents and, in any event, no later than two days prior to the deadline for the submission of bids or proposals.

Responses to requests for clarification shall be communicated simultaneously and in writing to all bidders participating in the procurement proceedings.

No bidder shall be allowed to alter or modify his bid after the bids have been opened however, the procuring agency may seek and accept clarification to the bid that do not change the substance of the bid, through EPADS v2.0.

7.2. Procuring Agency's response will be uploaded on the EPADS v2.0, including a description of the inquiry.

7.3. Should the Procuring Agency deem it necessary to amend the bidding document as a result of a clarification, it shall do so following the procedure under **ITB 1.1.**

7.4. If indicated **in the BDS**, the bidder's designated representative is invited at the bidder's cost to attend a pre-bid meeting at the place, date and time mentioned **in the BDS**. During this pre-bid meeting, prospective bidder(s) may request clarification(s) regarding the schedule of requirements, the Evaluation Criteria or any other aspects of the bidding document.

7.5. Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by bidders, and the responses given, together with any responses prepared after the meeting will be uploaded on EPADS v2.0. Any modification to the bidding document that may become necessary as a result of the pre-bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum.

7.6. To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its bid including breakdown of prices, through EPADS v2.0. Any clarification submitted by a bidder that is not in response to a request by the Procuring Agency shall not be considered.

No change in the prices or substance of the bid shall be sought, offered, or permitted.

The alteration or modification in the bid which in any way affect the following parameters will be considered as a change in the substance of a

bid:

- 7.6.1. evaluation & qualification criteria;
- 7.6.2. required scope of work or specifications;
- 7.6.3. all securities requirements;
- 7.6.4. tax requirements;
- 7.6.5. terms and conditions of bidding documents; and
- 7.6.6. change in the ranking of the bidders.

From the time of bid(s) opening to the time of contract award, if any bidder wishes to contact the procuring agency on any matter related to the bid, it should do so in writing or through electronic form that provides record of the content of communication.

8. Amendment of Bidding documents

8.1. Before the deadline for submission of bids, the procuring agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addendum.

8.2. Any addendum issued including the notice of any extension of the deadline shall be part of the bidding document and shall be uploaded on EPADS v2.0 as well as Authority's website. The procuring agency shall promptly publish the addendum at the procuring agency's website indicated in the **BDS**:

Provided that the bidder who had either already submitted his bid, shall have the right to withdraw his already submitted bid and submit the revised bid, prior to the original or extended bid submission deadline.

8.3. To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of bids:

Provided that the Procuring Agency shall extend the deadline for submission of bids, if such an addendum is issued within last three (03) days of the bid submission deadline.

C. Preparation of Bids

9. Documents Constituting the Bids

9.1. The bids prepared by the bidders shall constitute the following components: -

9.1.1. Forms of bid and Bid Prices completed in accordance with ITB BDS, GCC and SCC;

9.1.2. Documentary evidence established in accordance with BDS that services to be provided by the bidder are eligible services, and conform to the bidding documents;

9.1.3. Documentary evidence established in accordance with BDS that the bidder is eligible and/or qualified for the subject bidding process;

9.1.4. Documentary evidence established, that the bidder has been authorized to provide the services;

9.1.5. Bid security or Bids Securing Declaration furnished in accordance with BDS; and

9.1.6. Any other document required in the BDS.

10. Documents Establishing Eligibility of the Services and Conformity to bidding documents

10.1. To establish the conformity of the Non-Consulting Services to the Bidding document, the bidder shall furnish as part of its bid the documentary evidence that services provided conform to the requirements.

10.2. Standards for the provision of the Non-Consulting Services are intended to be descriptive only and not restrictive.

11. Documents Establishing Eligibility and Qualification of the Bidder

11.1. Pursuant to BDS, the bidder shall furnish, as part of its bid, all those documents establishing the bidder's eligibility to participate in the bidding process and/or its qualification to perform the contract if its bid is accepted.

11.2. The documentary evidence of the bidder's eligibility to bids shall establish to the satisfaction of the procuring agency that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".

11.3. The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted shall establish to the satisfaction of procuring agency that:

11.3.1. the bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in BDS.

11.3.2. that the bidder meets the qualification criteria listed in the Bids Data Sheet.

12. Form of Bid

12.1. The bidder shall fill the Form of Bid furnished in the bidding documents. The Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.

13. Bids Prices

13.1. The Bids Prices quoted by the bidder in the Forms of Bid and in the price schedule shall conform to the requirements specified or exclusively mentioned hereafter in the bidding document.

13.2. All items in the Schedule of Requirements must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced and neither explicitly mentioned, their prices shall be construed to be included in the prices of other items.

13.3. The Bid price to be quoted in the Forms of Bid shall be the total price of the bid, excluding any discounts offered.

13.4. The bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total bid price of the services, it proposes to provide under the contract.

13.5. Prices quoted by the bidder shall be fixed during the currency of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected, unless otherwise price adjustment is permissible under Conditions of the Contract. (May be reviewed)

14. Price Adjustment

14.1. Price adjustment shall not be applicable.

14.2. Procuring agency may increase the remuneration of the human resources involved in non-consultancy services on annual basis as per agreement.

14.3. Procuring agency shall incorporate the provisions to allow wage rate in compliance with Federal Government's minimum wage notification, subject to the applicability in that case.

15. Bids Currencies

15.1. Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS.

16. Bid Validity Period

16.1. Bid(s) shall remain valid for the period specified in the BDS after the bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing declaration as the case may be.

17. Bid Security or Bid Securing Declaration

17.1. Unless otherwise specified in the BDS, the bidder shall furnish as part of its bid, in the amount and currency specified in the BDS or Bid Securing Declaration on the format provided in Section VI (Bid Forms) The scanned copy of the Bids Security shall be uploaded in the EPADS v2.0 while submitting bid, whereas the original forms of Bid Security shall be submitted to the procuring agency before the bid submission deadline. The bidder who failed to submit the original bid security before the submission deadline shall be disqualified straightaway.

17.2. The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture.

17.3. The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in BDS, GCC and SCC are invoked.

17.4. Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible after the award of contract, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring Agency. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, whichever of the following that occurs earliest:

17.4.1. the expiry of the Bid Security;

17.4.2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the bidding document;

17.4.3. the rejection by the Procuring Agency of all Bids;

17.4.4. the withdrawal of the Bid prior to the deadline for the submission of bids, unless the bidding document stipulate that no such withdrawal is permitted.

17.5. The Bid Security may be forfeited or the Bid Securing Declaration executed:

17.5.1. if a bidder:

17.5.1.1. withdraws its bid during the period of bid validity as specified by the Procuring Agency, and referred by the bidder in the Forms of Bid, except as provided for in the ITBs; or

17.5.1.2. does not accept the correction of errors, or

17.5.2. in the case of a successful bidder fails:

17.5.2.1. **to sign the contract in accordance with SCC; or**

17.5.2.2. **to furnish Performance Guarantee in accordance with BDS and SCC.**

17.6. The bid security shall be valid for a period specified in BDS. Bids with shorter bid security validity period shall be rejected straight away.

18. Alternative Bids by Bidders

18.1. Alternatives will not be considered, unless specifically allowed for in the BDS.

18.2. When alternative times for completion are explicitly invited, a statement to that effect will be included in the BDS and the method of evaluating different time schedules will be described in Evaluation and Qualification Criteria.

19. Withdrawal, Substitution, and Modification of Bids

19.1. Before Bids submission deadline, any bidder may withdraw, substitute, or modify his bid after it has been submitted.

20. Format and Signing of Bids

20.1. The bidder shall prepare and submit his bid with due diligence after carefully reading all the terms and conditions before submission through

EPADS v2.0.

20.2. Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) signing the forms of bid.

D. Submission of Bids

21. Submission of Bids through EPADS v2.0 before Dead deadline

21.1. The Technical and Financial Bids as the case may be, shall be submitted in the due portion of the EPADS v2.0, before bid submission deadline. The bid submission option shall be automatically disabled once the deadline is over.

21.2. The Procuring Agency may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents. In such a case, all rights and obligations of the Procuring Agency and the Bidders that were previously subject to the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

22. Opening & Evaluation of Bids by the Procurement Cell/Evaluation Committee

22.1. The Procuring Agencies to constitute odd number Bid Evaluation Committee for the purpose of bid opening and evaluation of all procurements. As per Rules 29 & 30 of Public Procurement Rules, 2004, The Procuring Agency is required to establish a Procurement Cell/Evaluation Committee which shall Evaluate the Bids in accordance with the evaluation criteria, terms and conditions given in the bidding documents.

23. Opening of Bids

23.1. The Bid Evaluation Committee of the Procuring Agency will open all bids through EPADS, in the presence of bidders' or their representatives who

choose to attend, and other parties with a legitimate interest in the bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign attendance sheet as proof of their attendance.

23.2. The bids shall be opened one at a time, and the following read out and recorded: (a) the name of the bidder; (c) the presence of a bid security, if required; and (d) any other details as the procuring agency may consider appropriate.

23.3. No bid will be rejected at the time of bid opening except for bids whose bid security has not been provided to the procuring agency before submission deadline.

23.4. The procuring agency shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and the bid price, if applicable.

24. Confidentiality

24.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other person(s) not officially concerned with such process, until the time of the announcement of the respective evaluation report.

24.2. Any effort by a bidder to influence the procuring agency processing of bids or award decision may result in the rejection of his bid.

25. Preliminary Examination of Bids

25.1. Prior to the detailed evaluation of bids, the procuring agency will determine whether each bid:

25.1.1. meets the eligibility criteria defined in **BDS**;

25.1.2. has been prepared as per the format and contents defined by the procuring agency in the bidding document;

25.1.3. is accompanied by the required securities; and

25.1.4. is substantially responsive to the requirements of the bidding document.

25.2. The procuring agency will confirm that the documents and information specified under **BDS, GCC and SCC** have been provided in the bids. If any of these documents or information is missing, or is not provided in accordance with the Instructions to Bidders, the bids shall be rejected.

25.3. If a bid is not substantially responsive, it will be rejected by the procuring agency and may not subsequently be evaluated for complete technical responsiveness.

26. Examination of Terms and Conditions, Technical Evaluation

26.1. The procuring agency shall evaluate the technical aspects of the bids submitted in accordance with **BDS**, to confirm that all requirements specified in **Evaluation Criteria, Technical Specifications and Schedule of Requirements**, prescribed in the bidding document have been met without material deviation or reservation.

26.2. If after the examination of the terms and conditions and the technical evaluation, the procuring agency determines that the bid is not substantially responsive in accordance with **BDS**, it shall reject the bids.

27. Correction of Errors

27.1. Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

27.1.1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the procuring agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

27.1.2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and

27.1.3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

27.1.4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Forms of bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2. The amount stated in the bid will be adjusted by the procuring agency in accordance with the above procedure for the correction of errors and, with the concurrence of the bidder that shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount, his bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed.

28. Conversion to Single Currency

28.1. As per Rule 30 of Public Procurement Rules, 2004.

29. Evaluation of Bids

29.1. The procuring agency shall evaluate bids in accordance with Rule 30 of Public Procurement Rules, 2004 and compare only those bids determined to be substantially responsive.

29.2. In evaluating the Technical Bids of each Bidder, the Procuring Agency shall apply the evaluation criteria and methodologies specified in the Bid Data Sheet (BDS) and in accordance with the Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.

29.3. In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS. However, in no case the rates shall be higher than the original financial bids.

29.4. The Procuring agency evaluation of a bid will take into account:

29.4.1. the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;

29.4.2. price adjustment for correction of arithmetic errors in accordance with **ITB 6**;

29.5. converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with **ITB 7**;

29.6. The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.

29.7. If these bidding documents allow bidders to quote separate prices for different lots, and the award to a successful bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the **BDS**.

30. Determination of Most Advantageous Bids

30.1. Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the **BDS** or prescribed in the separate section titled as Evaluation Criteria.

31. Abnormally Low Financial Bids

31.1. Procuring agency may reject a bid if it has determined that the price, in combination with other constituent elements of the bid, is abnormally low in relation to the subject matter of the procurement, such that it raises material concerns on the part of the procuring agency, as to the ability of the bidder to perform the procurement contract satisfactorily for the offered price.

A procuring agency shall not reject a bid as abnormally low under sub-clause (1) above unless the procuring agency -

31.1.1. requested in writing through EPADS from the bidder a written clarification of his bid, including a detailed price analysis of his bid price in relation to the subject matter of the procurement contract, scope, methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document; and

31.1.2. having taken account, the information provided by the bidder in response to a request under paragraph (a) and the information included in the bid, the procuring agency determines that the bidder has failed to demonstrate its ability to perform the procurement contract satisfactorily for the offered price.

The procuring agency shall promptly communicate to the bidder concerned its decision to reject the bid, including the reasons for the decision.

32. Rejection of Bids

32.1. As per Rule 33 of the Public Procurement Rules, 2004

33. Single Responsive Bid

33.1. The procuring agency may consider single responsive bid subject to underlying conditions of Rule 38(b) of the Public Procurement Rules, 2004.

34. Arbitration

34.1. As per Rule 49 of Public Procurement Rules, 2004.

F. Award of Contract

43. Criteria of Award

43.1. The procuring agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding document and who has been declared as most advantageous Bid.

44. Procuring Agency's Right to reject All Bids

44.1. The procuring agency reserves the right to reject all the Bids and to annul the procurement process at any time prior to acceptance of the bid(s), without thereby incurring any liability to the affected bidder(s).

44.2. Notice of the rejection of all bids shall be given promptly to all bidders that have submitted the bids. The procuring agency shall upon request communicate to any bidder the grounds for the rejection of his bid, but is not required to justify those grounds.

45. Notification of Award

45.1. Prior to the award of contract, the procuring agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.

45.2. Bidder whose bid has been accepted, will be notified for the award by the Procuring Agency prior to expiration of the Bid Validity period through EPADS. The Letter of Acceptance will state the sum that the procuring agency will pay the successful bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price").

45.3. The notification of award will constitute the formation of the Contract, subject to the condition that bidder furnish the Performance Guarantee and signing of the contract.

46. Signing of Contract

46.1. Promptly after notification of award, Procuring Agency shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract. The successful bidder and the procuring agency shall sign the contract.

47. Performance Guarantee

47.1. After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring Agency a Performance Guarantee in the amount and in the form stipulated in the **BDS**

and SCC, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.

47.2. Failure of the successful bidder to comply with the requirement of **BDS, SCC and GCC** shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the procuring agency may make the award to the next ranked bidder or call for new bids.

48. Corrupt & Fraudulent Practices

48.1. Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

G. Grievance Redressal & Complaint Review Mechanism

53. Constitution of Grievance Redressal

53.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of an odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee.

54. GRC Procedure

54.1. Any aggrieved party or bidder as the case may be, may file grievance in accordance with Rule 48 of the Public Procurement Rules, 2004 and Redressal of Grievance Regulations, 2022

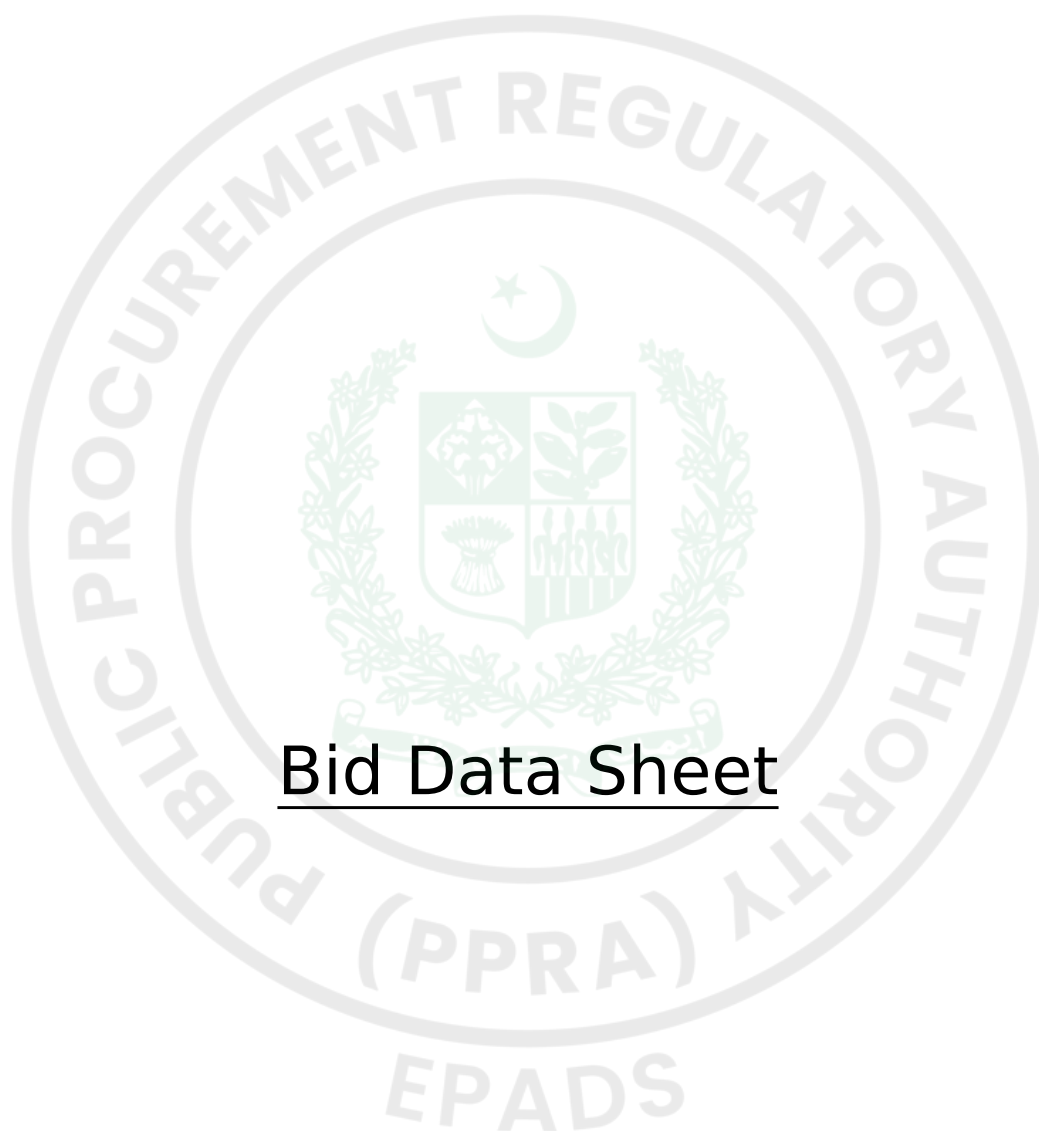
H. Blacklisting/ Debarment

55. Procedure for Blacklisting/Debarment

55.1. The procuring agency may initiate blacklisting proceedings against contractor/supplier in accordance with Rule-19 of the Public Procurement

Rules, 2004 , Mechanism for Blacklisting, Debarment Regulations, 2024 and Regulation on “procedure for filling and disposal of review petition under rule-19(3) of the Public Procurement Rules, 2004.





Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Non-Consultancy Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number

ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

Name of Procuring Agency: **Trade Development Authority of Pakistan (TDAP, HQ Karachi)**

The subject of procurement is: **SERVICES FOR HIRING EVENT MANAGEMENT COMPANY FOR ORGANIZING FOODAG-2026 AT EXPO CENTRE, KARACHI (23TH-26THNOVEMBER, 2026)**

Expected commencement date: **Thursday, October 15, 2026**

BDS Clause Number 2

Financial year for the operations of the Procuring Agency: **2026-27**

Name and identification number of the Contract: **P109429**

BDS Clause Number 3

JV/Consortium or Association Allowed: **No**

Number of JV/Consortium Members: **Nil**

B. Bidding Documents

BDS Clause Number 4

The Bidders may seek clarifications through **EPADS v2.0**: Clarification Date:
Monday, September 14, 2026
Pre-Bid Meeting: Monday, September 14, 2026 12:30 PM
Venue: 3rd Floor Block A,FTC Building Shahrah-e-Faisal,Karachi

BDS Clause Number 5

Any addendum, in case issued, shall be published on **Trade Development Authority of Pakistan (TDAP, HQ Karachi)** website and on **EPADS v2.0**.

BDS Clause Number 6

List of documents required along with the bid: No

BDS Clause Number 7

The qualification criteria to establish the supply / production capability of the bidder.

see Eligibility Criteria

BDS Clause Number 8

Services and Their related documents:

See section Required Services and Scope of Work

BDS Clause Number 9

Price schedule will be provided according to the format defined and acquired.

see section price schedule.

BDS Clause Number 10

Specifications:

see section of specifications.

C. Preparation of Bids

BDS Clause Number 11

The price shall be **Fixed**.

BDS Clause Number 12

Currency of the Bids shall be : **PKR**

BDS Clause Number 13

The Bids/Bid Validity period shall be: **60 Days**

BDS Clause Number 14

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Pay Order, Demand Draft**

BDS Clause Number 15

The Bids security shall be valid for twenty-eight (28) days beyond the expiry of the Bids validity period specified in the bidding documents, for example the bid validity is 90 days so the bid security shall be valid for $90+28 = 118$ days.

BDS Clause Number 16

Alternative Bids to the requirements of the bidding documents will not be permitted.

D. Submission of Bids

BDS Clause Number 17

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

3rd Floor Block A, FTC Building Shahrah-e-Faisal, Karachi

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Thursday, September 24, 2026 11:00 AM**

E. Opening and Evaluation of Bids

BDS Clause Number 18

The Bids opening shall take place on **EPADS v2.0**.

Day : **Thursday**

Date: **Thursday, September 24, 2026**

Time : **11:30 AM**

BDS Clause Number 19

Selection technique adopted will be: **Least Cost Based Selection (LCBS)**
see *Evaluation Criteria*

F. Award of Contract

BDS Clause Number 20

The Performance guarantee shall: **5.00%**.

The Performance Guarantee shall be acceptable in the form of: **Pay Order**

21.

51.1

Arbitrator shall be appointed by mutual consent of the both parties.

G. Review of Procurement Decisions

BDS Clause Number 22

Grievance against this procurement shall be submitted online on EPADS v2.0.

Eligibility Criteria

Bidder's Type	Required Registration
Any	FBR (NTN) FBR (GSTN)

Eligibility Criteria	Document
1. Firm should be registered with FBR / SECP / Relevant provincial sales tax and should be an active tax payer 2. The firm must not be blacklisted by any government entity/agency Affidavit to be submitted 3. Non-Litigation Certificate	Yes

Evaluation Criteria

Least Cost Based Selection (LCBS)

Weightage

Technical Evaluation %	
100	
Technical Marks	100
Passing Marks	70
Company Profile Marks 25	
No. of years in Exhibition management business: (Quantitative)(Doc Required)	8
> 6 ≤ 10 years or more (8)	
>4 ≤ 6 years (6)	
>1 ≤ 4 years (4)	

Clientele Diversity (List of Clients with Evidence; Points for Mix of Public Sector, Private Firms, or NGOs which have been given EM Services) Relevant supporting documents including work order/agreement/ satisfactory completion certificate to be provided. (Quantitative)(Doc Required) More than 15 (Any Mix) (5) Between 8 to 14 (3) Between 3 to 7 (2)	5
No. of employees, Relevant Qualifications and experience of team assigned: (The criteria shall be assessed on basis of concrete evidence like CV, Proof of Payroll to be provided on Rs.500/- E-Stamp Paper With statement by the Bidder) (Quantitative)(Doc Required) Number of employees >15 (3) Number of employees $11 \leq 15$ (2) Number of employees ≤ 10 (1)	3
Relevant Qualifications and experience in exhibition management of team assigned for event (Quantitative)(Doc Required) Relevant to exhibition management with > 4 years' experience in the field (9) Relevant to exhibition management with ≤ 3 years' experience in the field (4)	9
Experience Marks 35	

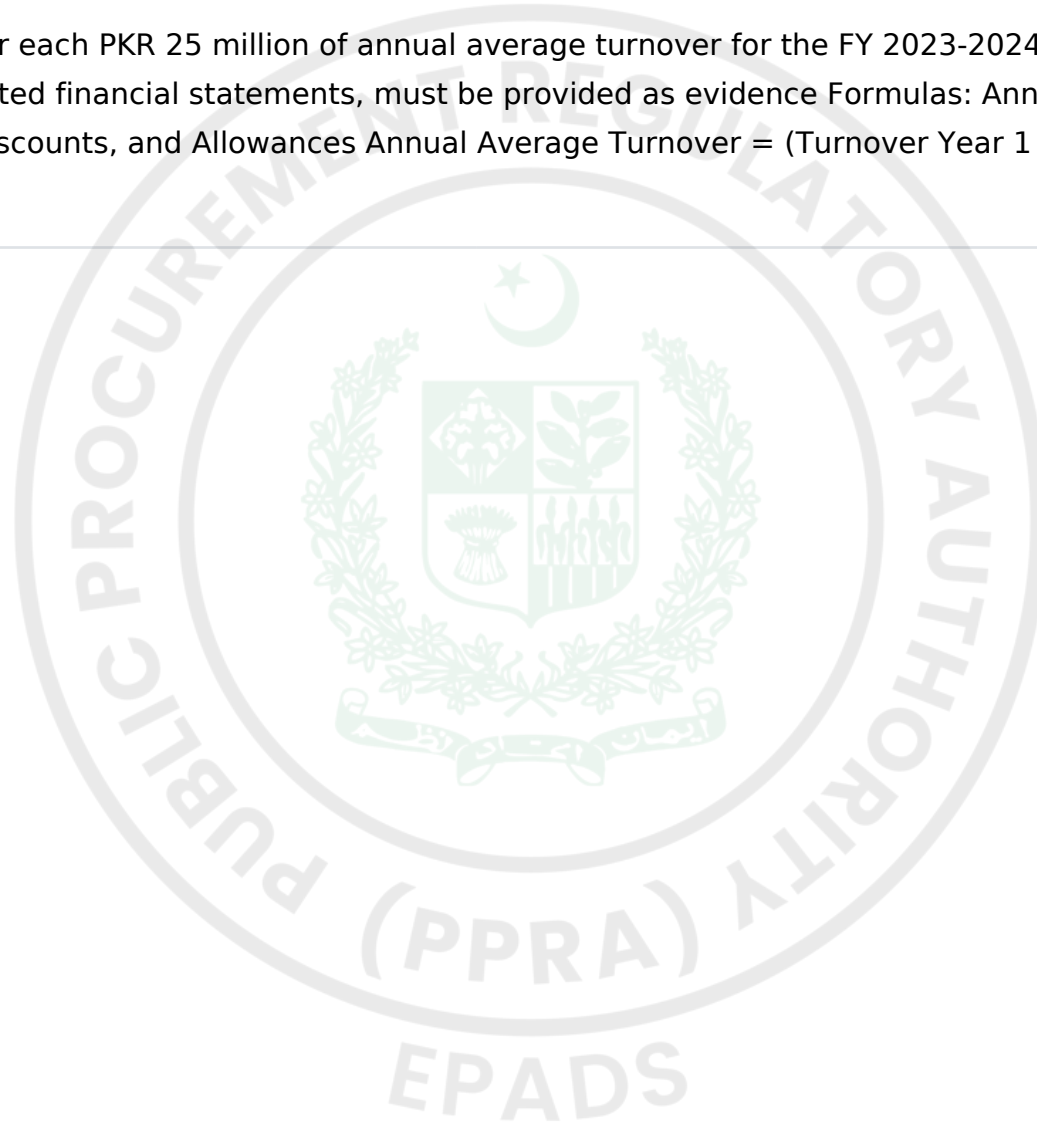
Relevant Experience (The EMC should have organized events on all 6 halls at Karachi expo centre and all 3 halls in Lahore expo centre or equivalent) Relevant supporting documents including work order/agreement/ satisfactory completion certificate to be provided. (Quantitative)(Doc Required) 7 & above events (25) 5-6 Events (15) 3-4 Events (8) 1-2 Events (3)	25
Relevant Exp in General Event Management: (less than 06 halls in KEC or less than 03 Halls in LEC last 10 years) Relevant supporting documents including work order/agreement/ satisfactory completion certificate to be provided (Quantitative)(Doc Required) 10 to 15 Events or more (10) 5 to 9 Events (5)	10
Proposed Work Plan Marks 30	
(The committee will ask for presentation and marks will be awarded on the basis of presentation evaluation) Conformity to schedule of requirements/ TORs, expected work plan, and creative works. Committee will determine the final score after presentations (Quantitative)(Doc Required) Proposed work plan fully conforming to requirements given in Bidding documents (30) Proposed work plan partially conforming to requirements given in Bidding documents (15)	30

Financial Strength of the Bidder 10 Marks

Financial Strength of the Firm (Quantitative)(Doc Required)

10

5 marks will be awarded for each PKR 25 million of annual average turnover for the FY 2023-2024-2025 up to a maximum of 20 marks. Audited financial statements, must be provided as evidence Formulas: Annual Turnover = Total Sales Revenue - Returns, Discounts, and Allowances Annual Average Turnover = (Turnover Year 1 + Year 2 + ... + Year N) / N **(10)**



Required Services

Lot Title : Lot-A

Bid Security : 2800000 PKR

Position	Delivery Schedule	Quantity
Part-I, Part-II, Part-III	Address: 3rd Floor Block A,FTC Building Shahrah-e-Faisal,Karachi Schedule: 27 Days Quantity: 1/job	1/job
Part-IV, Part-V, Part-VI	Address: 3rd Floor Block A,FTC Building Shahrah-e-Faisal,Karachi Schedule: 27 Days Quantity: 01/job	1/job

Related Services :

No



Services Specifications

Lot Title : Lot-A

Position: Part-I, Part-II, Part-III

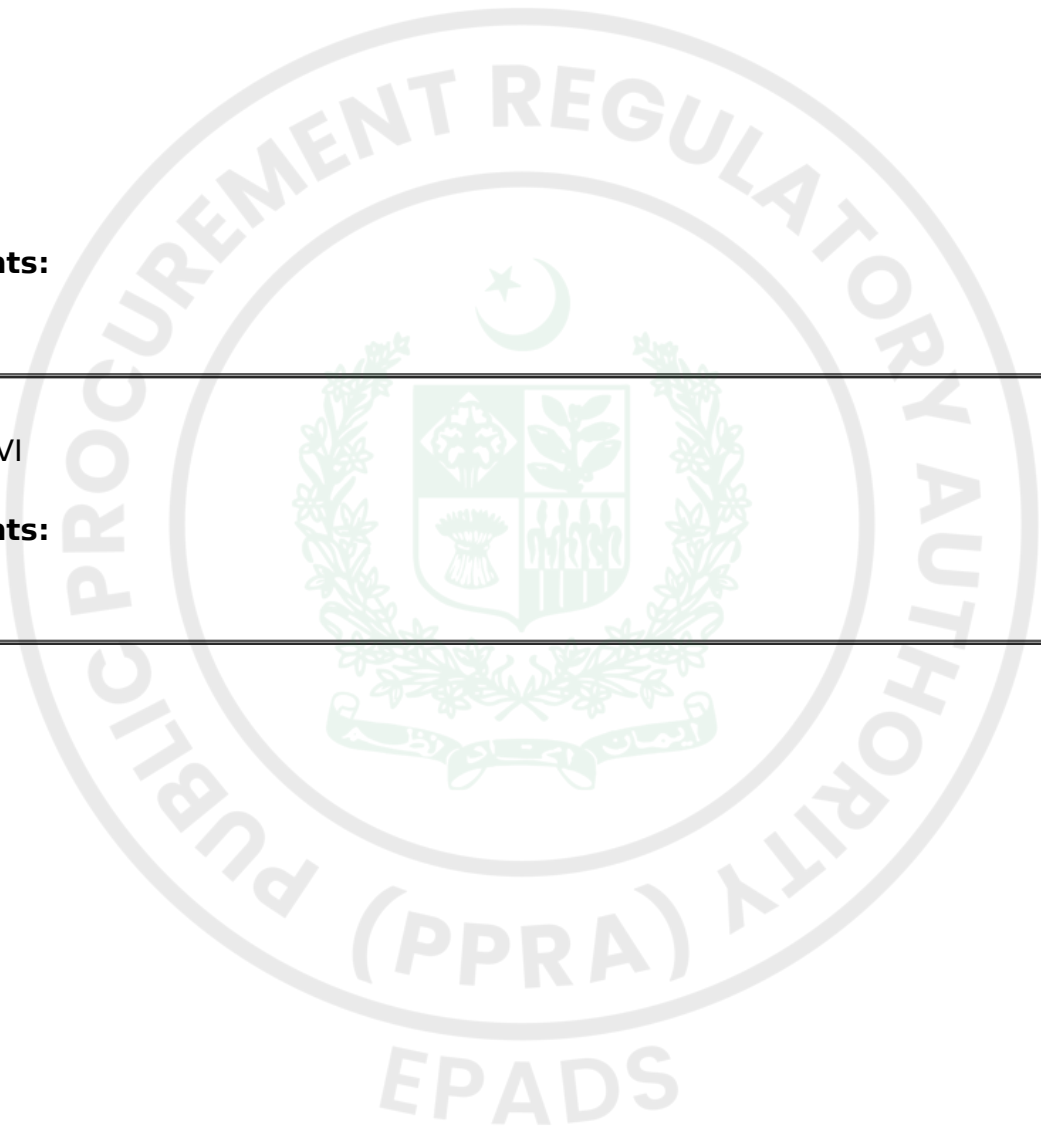
Specifications / Requirements:

As per Annex Part-I, Part-II, Part-III

Position: Part-IV, Part-V, Part-VI

Specifications / Requirements:

As per Annex Part-IV, Part-V, Part-VI



Scope of Work

Schedule of Requirements/ Terms of Reference for Event Manager:

- Event Management Company (EMC) shall design/curate and develop a floor plan for the stalls under instructions/guidance of TDAP. For this EMC is required to engage a dedicated and experienced designer/curator to prepare 3D drawings/virtual tour (Preferably within 15 days from the award of contract). Final Decision on the design shall be of TDAP. TDAP will reserve the exhibition space and allocate stalls on its own, based on the floor plan.
- The floor plan will be developed by TDAP and it may change depending on the space reservations, and the changes in floor layout may also be made by TDAP to accommodate thematic displays either through a single composite industry/ product specific display or through industry specific props spread across the product pavilion. These changes will be communicated to the event manager by TDAP.
- Once the sale with exhibitors is concluded TDAP shall refer the exhibitors to the EMC for the preparation of all the activities as outlined in this tender document.
- EMC shall station a Client Manager at FoodAg-2026 Secretariat who shall be the focal person for TDAP regarding all coordination.
- The EMC shall establish contact with TDAP's referred exhibitors and coordinate all logistical arrangements for the exhibitors including transport of exhibits from the exhibitors' premises and storage/ safe keeping at Expo Centre Karachi. The charges for transport shall be borne by the exhibitors while loading/ unloading and labor at exhibition by the event managers. The EMC shall also arrange for the security clearance of at least four persons per exhibitor on the format specified by Special branch/ Security agencies, collect photo, IDs and get passes ready. If required the same shall be arranged for TDAP officers, officials and other

staff working at the Expo Centre, as informed by TDAP.

- The EMC will also facilitate International Exhibitors participating in the FoodAg-2026 with custom clearance and subsequently provide all relevant logistical and storage support for the exhibition.
- TDAP has divided halls amongst different categories of display like Fruits, Vegetables, Beverages, Pulp, Confectionery, Juices, Honey, Processed Food, Biscuits, Confectionery, Sweets, Cereals, Spices, Ketchup, Sauce, Jams, Edible Oil, Meat, Poultry, Dairy, Fish, for Cuisine Show and for Mango Dates and/or Fish show. The EMC shall arrange for Shell Scheme, upgraded to match the product at display in cost effective but elegant manner, for exhibitors who are not putting up their own customized stands. TDAP understands that the options to upgrade a standard shell scheme are limited and cost effective and therefore price for such up-gradation shall be included in the bid price for shell scheme. The upgraded designs/ scheme shall be subject to TDAP's approval. The actual number of Shell Scheme will be provided in time.
- The EMC shall hire a Designer or work in liaison with a Designer appointed by TDAP to create and execute the entire branding including high end composites at the Expo Centre in an elegant manner; all designs and materials will be subject to TDAP's approval. The Designer shall provide the Exhibition Managers with basic logos and thematic designs, however, further refinement; creation of branding material, fit for each space, along with its installation is the Exhibition Manager's responsibility. Flags of different countries along with pole banners etc. are inclusive
- The EMC shall design, create and distribute all different kinds of passes like for exhibitors, officials, Exhibition Managers, foreign delegates, sponsors, diplomats, service providers etc. in good quality hard lamination with neckbands.
- The EMC shall also create Media Centre, Business Centre, conference rooms, waiting lounges, meeting rooms, reception, and VIP offices as per BOQs at the Exhibition Venue.
- The EMC shall arrange for all meeting arrangements, like backdrop, stage, audio system, tea and water, top quality furniture for 20 to 30 persons in each meeting room. The waiting areas outside meeting rooms, foyers, etc. shall also be arranged for a

sitting of 50-60 persons. The number of meetings will vary and shall be intimated to the Exhibition Managers in time.

- The EMC shall be required to cover the entire exhibition and side events in still photography and video, edit and reduce the event coverage into a 15- 20-minute documentary with voice over based on a script approved by TDAP. Signage for different hall, paths along with large floor plans shall be created in good quality material to guide the visiting guests.
- If it is required by the Security Agencies that special branch passes be arranged for all exhibitors, then the EMC shall coordinate with all exhibitors and security agencies for provision of special passes to the exhibition center including those for TDAP officers and other support staff.
- The EMC would devise an appropriate registration system for exhibitors and visitors. The registration cards shall be in different colors suited to each category. These shall be pre-printed paper cards with necessary event details on the back and cardholders' details on the front. Transparent plastic pouches, open from top, along with FoodAg-2026 printed neckbands in similar colors shall be provided. The details of card holders along with barcode shall be generated/ printed on each card so as to register the movements in and out of the Expo Centre and control traffic. The system to be installed and card designs shall be approved by TDAP. Cards for exhibitors shall be coordinated and distributed by Managers themselves. Cards for foreign guest and local invitees shall be printed and delivered to TDAP's PR Agency or Side Event Managers in close coordination with and as decided by TDAP for further distribution. A database to that effect shall be prepared by the Exhibition Managers to be shared with TDAP.
- The EMC will hire services of a charter accountant firm that will work as Fund Manager as per following TORs.
 - The total working period of the Fund Manager for FoodAg-2026 with TDAP till the full settlement of leftover claims after the conclusion of event.

- The Fund Managers will provide Fund Management Services during FoodAg-2026 at the venue of the event i.e., Karachi Expo Centre from 25-27 November 2026 and also after the event till the settlement of the left-over claims.
- The Fund Managers will manage funds in USD and PKR related to airfare reimbursement of the foreign delegates for the FoodAg-2026 till the final settlement of all such claims.
- The Fund Managers will arrange Foreign Exchange (if required) against funds provided by TDAP on account of reimbursement of allowed/ specified airfare for visiting delegates and disburse the same, in a safer manner, at the place (most probably the venue of the event i.e. Karachi Expo Centre) and time mutually agreed upon by TDAP and Fund Manager and also maintain a complete record of the same and intimate TDAP accordingly.
- The Fund Managers will decide for safe transport, custody and insurance of the above referred foreign exchange. All such costs related to the transport, custody and insurance of the above-mentioned foreign exchange will be borne by the Fund Manager and no claim whatsoever in this behalf shall be made against TDAP.
- The Fund Manager shall be responsible for obtaining permission from the State Bank of Pakistan for purchase of the foreign currency (if required) on behalf of TDAP against the amount to be decided by TDAP for airfare reimbursement to the foreign delegates for FoodAg-2026. However, TDAP shall allow reasonable time for processing of such permission.
- The Funds to be managed by Fund Managers will be Rs. 80 million approximately, subject to the necessary changes in fund allocation as deemed appropriate by TDAP.
- The Fund Manager shall submit detailed reports and accounts to TDAP on conclusion of the event. Final payment of the firm shall be cleared after submission of the final report.

- In case of any dispute, the matter will be referred to Secretary, TDAP H.Q. Karachi whose decision in this respect shall be final. **TDAP shall make no advance payment to the firm.** All payments shall be made on conclusion of the event and satisfactory provision of services. However, advance payment may be released against bank guarantee for the amount claimed. The bank guarantee to be submitted on the prescribed format
- TDAP reserves the right to forfeit performance guarantee and/or blacklist the firm for time period deemed fit by TDAP in case the firm fails to provide services after the award of the contract or performs poorly.

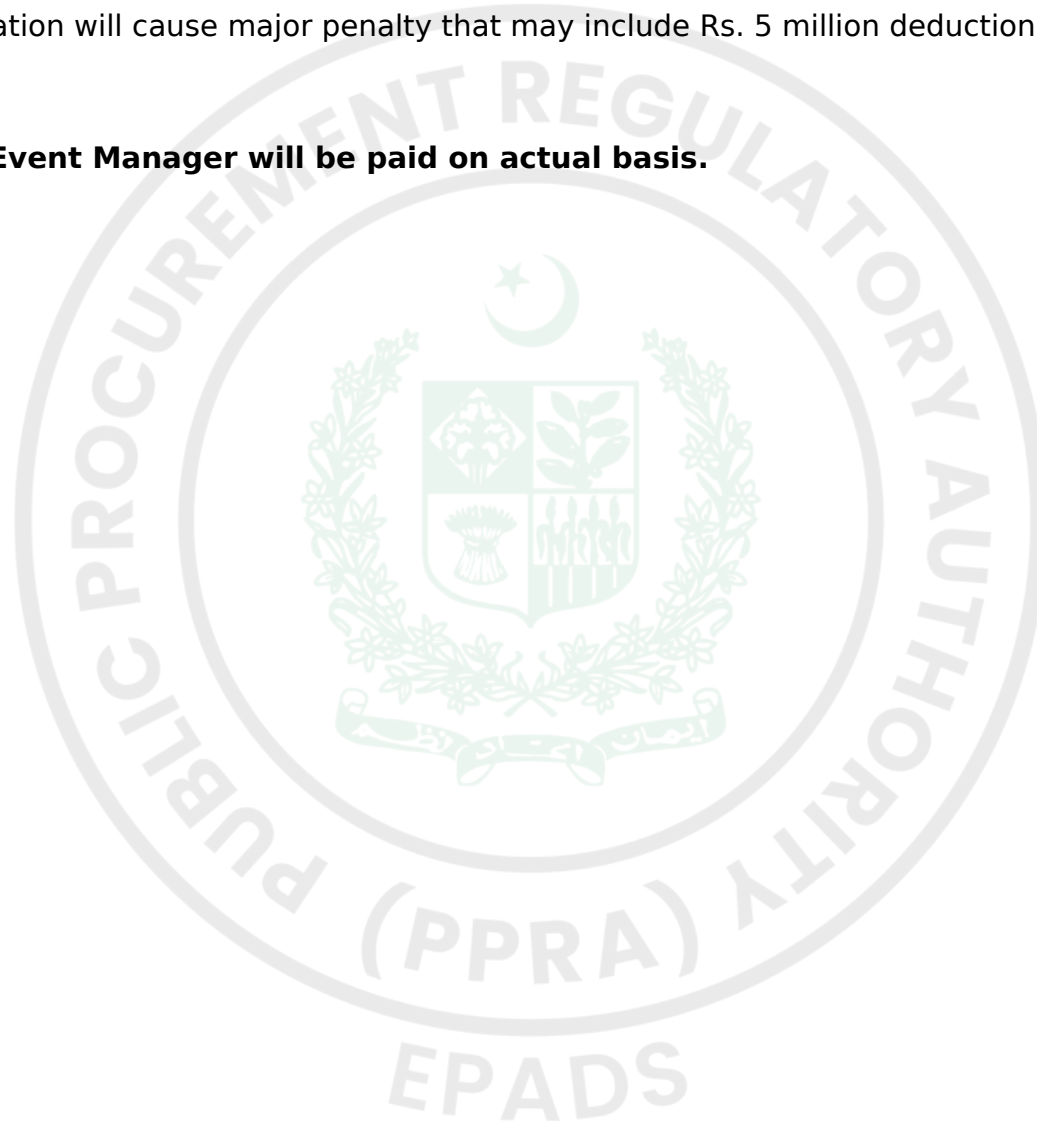
The contracting firm shall be responsible for signing a contract agreement with TDAP as per Stamp duty/regulations of the relevant Provincial Government.

The Expected Work plan:

- This is a time bound assignment. TDAP shall handover Karachi Expo Centre to the Event Manager 20th November, 2026. The floor plan has been sent to all Exhibitors. The Vendor shall have to mark the space accordingly after getting the approval.
- Event Managers are expected to plan and execute all jobs as listed in Schedule of Requirements. The Managers shall work out their plans in reverse order from the date of exhibition i.e. 20th November, 2026 and create all designs and dummies for TDAP's approval well before time to ensure that no last-minute delays occur.
- The Event Managers shall also station a client manager at Expo Secretariat who shall be the focal person for TDAP to coordinate all matters.
- The Event Managers shall cooperate with all security agencies and ensure fool-proof arrangements for the visiting guests.
- The Event Managers shall work with TDAP on the floor plan and accommodate changes for any late reservations/ adjustments.

- If the quality of work not found up to the mark 25% payment will be deducted from the final bill.
- TDAP is hiring services of vender only, any logo placement of / by the vender in TDAP's promotion campaign or during event is strictly prohibited. Any violation will cause major penalty that may include Rs. 5 million deduction from the vender final payment bill.

Note: All payments to the Event Manager will be paid on actual basis.



Price Schedule

For Individual Positions

#	Position Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





General Conditions of Contract

A. General

1. Definitions

1.1. Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1.1.1. “Applicable Law” means the laws and any other instruments having the force of law in the Government’s Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

1.1.2. “The Contract” means an agreement enforceable by law;

1.1.3. “The Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4. “The Services” means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor’s Bid;

1.1.5. “Ancillary Services” means those services ancillary to the provision of Services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Contractor covered under the Contract;

1.1.6. “GCC” means the General Conditions of Contract contained in this section;

1.1.7. “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. “Day” means calendar day unless indicated otherwise;

1.1.9. “Effective Date” means the date on which this Contract comes into force and effect;

1.1.10. “The Contractor” means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. “The Project Site,” where applicable, means the place or places named in Bid Data Sheet and technical Specifications;

1.1.12. “Government” means the Government of Pakistan;

1.1.13. “Local Currency” means the currency of Pakistan;

1.1.14. “In Writing” means communicated in written form with proof of receipt;

1.1.15. “Completion Date” means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.16. “Foreign Currency” means any currency other than the currency of the country of the Procuring Agency;

1.1.17. "Party" means the Procuring Agency or the Contractor, as the case may be, and "Parties" means both of them;

1.1.18. "Service" means any object of procurement other than goods or works;

1.1.19. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Services.

2. Applicable Law

2.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

3. Language

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractor and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

4. Notices

4.1. Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC.

5. Location

5.1. The Services shall be performed at such locations as the Procuring Agency may approve and as specified in SCC.

6. Authorized Representatives / Authority of Member in charge

6.1. Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the SCC.

B. Commencement, Completion, Modification, and Termination of Contract

7. Effectiveness of Contract

7.1. This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

8. Commencement of Services

8.1. The Contractor shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

9. Program schedule

9.1. Before commencement of the Services, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

10. Starting Date/Expiration Date

10.1. The Contractor shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

10.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

11. Entire Agreement

11.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

12. Modification

12.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.

12.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

13. Force Majeure

13.1. Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Contractor and which makes a Contractor's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

13.2. No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

13.3. Extension of Time

Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

13.4. Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

14. Termination

14.1. By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

14.1.1. If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

14.1.2. If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

14.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

14.1.4. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.1.5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

14.2. By the Contractor

The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

14.2.1. If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

14.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

14.2.4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.

C. Obligations of the Contractor

15. General

15.1. Standard of Performance

15.1.1. The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties;

15.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

15.2. Law Applicable to Services

The Contractor shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

16. Conflict of Interests

16.1. Contractor Not to Benefit from Commissions and Discounts

The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

16.2. Contractor and Affiliates Not to be Otherwise Interested in Project

The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

16.3. Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- 16.3.1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
- 16.3.2. during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;
- 16.3.3. after the termination of this Contract, such other activities as may be specified in the **SCC**.

17. Insurance to be Taken Out by the Contractor

17.1. The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Sub-contractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage, as shall be specified in the **SCC**; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

18. Contractor's Actions Requiring Procuring Agency's Prior Approval

18.1. The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- 18.1.1. appointing such members of the Personnel not provided by the Contractor;
- 18.1.2. changing the Program of activities; and
- 18.1.3. any other action that may be specified in the **SCC**.

19. Reporting Obligations

19.1. The Contractor shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

20. Liquidated Damages

20.1. Payments of Liquidated Damages

The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the **SCC**. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

20.2. Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in **SCC**.

20.3. Lack of performance penalty

If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor

21. Performance Guarantee

21.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC**.

21.2. The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

21.3. The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in **SCC**.

21.4. The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

22. Sustainable Procurement

22.1. The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the **SCC**.

D. Contractor's Personnel

23. Description of Personnel

23.1. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Contractor's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

24. Removal and / or Replacement of Personnel

24.1. Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

24.2. If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Contractor shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

24.3. The Contractor shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

25. Change in the Applicable Law

25.1. If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

26. Services and Facilities

26.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

26.2. In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.

F. Payments to the Contractor

27. Contract Price

27.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC.

28. Terms and Conditions of Payment

28.1. Payments will be made to the Contractor according to the payment schedule stated in the SCC and as per actual invoice submitted by the Contractor.

28.2. Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Contractor of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

29. Quality Control Identifying Defects

29.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

30. Correction of Defects, and Lack of Performance Penalty

30.1. The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

30.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

30.3. If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.

31. Settlement of Disputes Amicable Settlement

31.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

32. Dispute Settlement

32.1. Arbitration

If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with **GCC sub-clause 32.1**, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.



Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Definitions

The Procuring Agency is: Trade Development Authority of Pakistan (TDAP, HQ Karachi), Deputy Manager 3rd Floor Block A, FTC Building Shahrah-e-Faisal, Karachi

The Supplier is:

The title of the subject procurement is: SERVICES FOR HIRING EVENT MANAGEMENT COMPANY FOR ORGANIZING FOODAG-2026 AT EXPO CENTRE, KARACHI (23TH-26TH NOVEMBER, 2026)

Number of GC Clause 2

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 3

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

Number of GC Clause 4

Notices:

The addresses for the notices are:

Procuring Agency:

Trade Development Authority of Pakistan (TDAP, HQ Karachi), Deputy Manager
3rd Floor Block A, FTC Building Shahrah-e-Faisal, Karachi
+92-300-223-0260
amir.rehman@tdap.gov.pk

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 6.1

The Authorized Representatives are:

For the Procuring Agency:

Trade Development Authority of Pakistan (TDAP, HQ Karachi), Deputy Manager
3rd Floor Block A, FTC Building Shahrah-e-Faisal, Karachi
+92-300-223-0260
amir.rehman@tdap.gov.pk

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 7

Effectiveness of the contract

The Contractor/Bidder shall be effective within days from the date of signature of the Contract by both parties

Number of GC Clause 8

Commencement of Contract:

The Contractor/ Bidder shall provide Non-Consultancy Services from the effective date of contract.

Number of GC Clause 10.2

Expiration of Contract:

The time period shall be

Number of GC Clause 14

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Services till the time of alternate arrangements.

Number of GC Clause 16

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing services due to a conflict of a nature described in Clause GCC C2.

Number of GC Clause 20

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **1.00%** to **5.00%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.

Number of GC Clause 21

Performance Guarantee:

The amount of performance guarantee shall be 5.00% of the contract price in acceptable form of Pay Order

Number of GC Clause 27

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause F

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause F

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

For being Brand New, bearing relevant reference numbers of the equipment (Certificate from supplier)

For Physical Fitness having No Damages (Certificate from supplier)

For conformance to specifications and performance parameters, through Prior to delivery inspection (Inspection Report by Procurement Committee / Inspection Team)

For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team)

Delivery & Documents

Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;

Inspection Certificate issued by the Nominated Inspection Agency (if any), and the Supplier's Factory Inspection Report;

Number of GC Clause F 5 & 6

Following is the guidance for Dispute Resolution

- i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
- ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
- iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
- iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.
- v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Arbitrator's fee:

The fee shall be specified in Pak Rupees, as determined by the Arbitrator, which shall be shared equally by both parties.

Appointing Authority for Arbitrator:

By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.



Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **P109429**

To: **Trade Development Authority of Pakistan (TDAP, HQ Karachi), Deputy Manager 3rd Floor Block A, FTC Building Shahrah-e-Faisal, Karachi**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the ____ day of _____ 20____ between **Trade Development Authority of Pakistan (TDAP, HQ Karachi), Deputy Manager 3rd Floor Block A, FTC Building Shahr-e-Faisal, Karachi**

(hereinafter called “the Procuring Agency”) of the one part and [name of Bidder] of [city and country of Bidder] (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **SERVICES FOR HIRING EVENT MANAGEMENT COMPANY FOR ORGANIZING FOODAG-2026 AT EXPO CENTRE, KARACHI (23TH-26TH NOVEMBER, 2026) (P109429)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and

8. [add here: any other documents]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

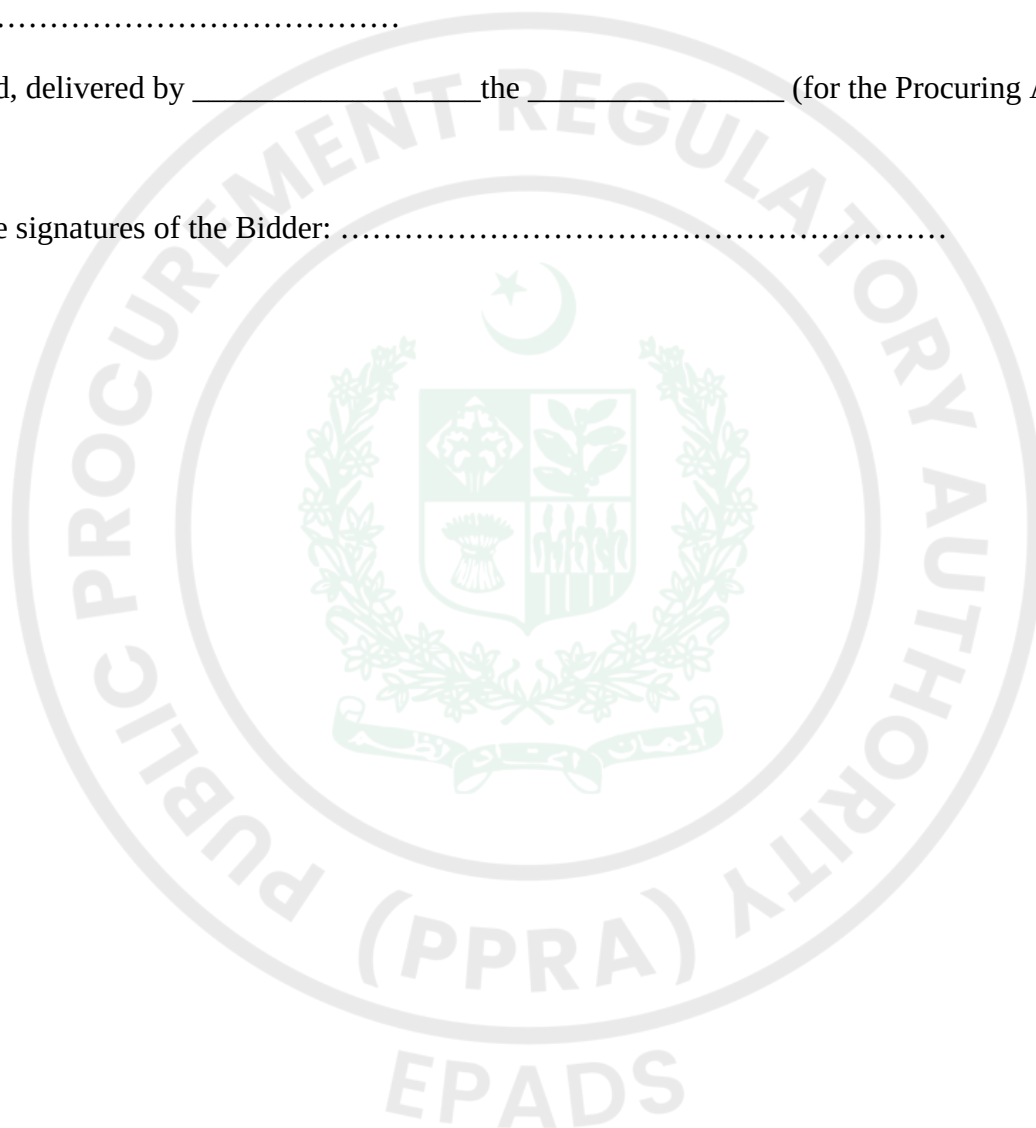
Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract

Number: Contract

Value: Contract Title:

Dated:

[Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **Trade Development Authority of Pakistan (TDAP, HQ Karachi), Deputy Manager 3rd Floor Block A, FTC Building Shahr-e-Faisal, Karachi**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

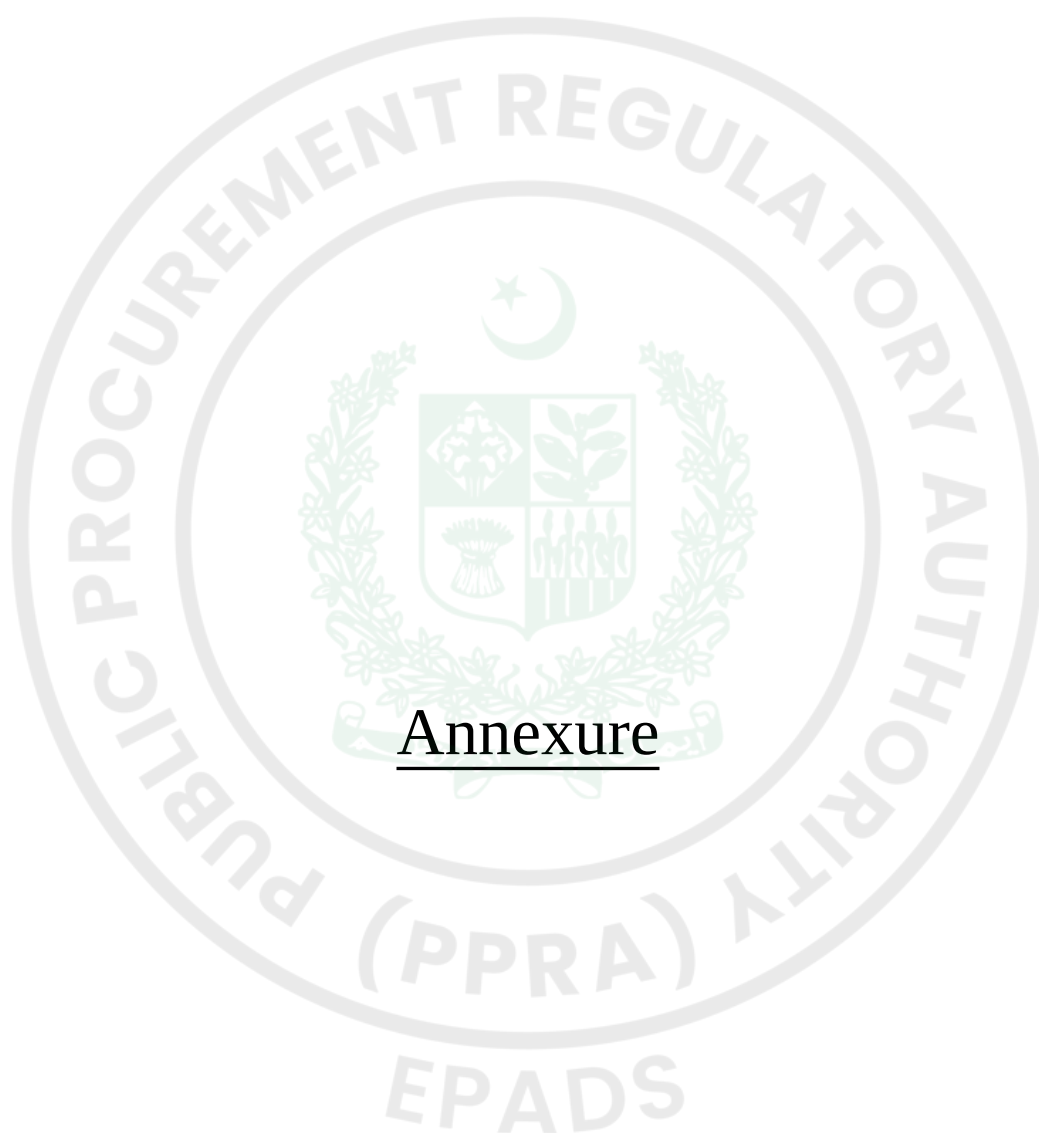
Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





Annexure

Payment Terms

1. Payment Terms:

The payment shall be disbursed through cross cheque after receipt/ processing/ verification of bill/ invoice and necessary documents as per following schedule:

S. No	Milestone	Payment terms
1	Mobilization Payments upon submission of original signed copy of acceptance and agreement against PG	10%
2	Upon Finalization of 3D Design	10%
3	Upon completion of all required scope of Work/ Services	40%
4	Upon submission of final report with photos and video documentation in the required format	40%

1. Performance Security

1.1. Within FIVE (5) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, provided in the bidding documents, or in another form acceptable to the Procuring agency.

Information (Read-Only)

See Form Under Additional Forms and Documents: **Payment Terms** (page number: 77)

BOQ

Bidders are requested to fill the BOQ on company letterhead, duly signed and stamped and upload as per requirement. The total BOQ price must be equal to Lot value

Financial Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **BOQ** (page number: 78)

Part-I, Part-II, Part-III

Information (Read-Only)

See Form Under Additional Forms and Documents: **Part-I, Part-II, Part-III** (page number: 92)

Part-IV, Part-V, Part-VI

Information (Read-Only)

See Form Under Additional Forms and Documents: **Part-IV, Part-V, Part-VI** (page number: 96)





Procurement Forms

Contractor's Key Personnel Representative and Their Schedules

See Form Under Additional Forms and Documents: **Contractor's Key Personnel Representative and Their Schedules** (page number: 104)

Past Experience and Completed Contracts

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 108)

Historical Contract Non-Performance, and Pending Litigation and Litigation History

See Form Under Additional Forms and Documents: **Historical Contract Non-Performance, and Pending Litigation and Litigation History** (page number: 109)

Financial Capacity and Net Worth Evaluation Form

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 111)

Average Annual Turnover

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 113)





Additional Forms and Documents

1. Payment Terms:

The payment shall be disbursed through cross cheque after receipt/ processing/ verification of bill/ invoice and necessary documents as per following schedule:

S. No	Milestone	Payment terms
1	Mobilization Payments upon submission of original signed copy of acceptance and agreement against PG	10%
2	Upon Finalization of 3D Design	10%
3	Upon completion of all required scope of Work/ Services	40%
4	Upon submission of final report with photos and video documentation in the required format	40%

Performance Security

Within FIVE (5) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, provided in the bidding documents, or in another form acceptable to the Procuring agency.

Price Schedule in Pak. Rupees/ Financial Bid

Name of Bidder: _____ ITB Number: _____ Page _____ of _____

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
Part-I (Professional Fee)				
1	Material handling: There will be around 250-370 Exhibitors which will have different types of exhibits including Food products, Heavy machinery like treasures, harvesters along with, Refrigerators, electric plate etc. Manager shall be responsible for the safety of material at the venue and shall help exhibitors for unloading and setting up and dismantling of their exhibits. (Firm unit rates). the event manager shall put logistics staff and required machinery for material handling.	370 exhibitors	Per exhibitor	
2	Hiring of Fund Manager as per ToRs. Services of Fund manager include Issuance and handling of \$ from SBP for the disbursement of amount to the delegates. The event Manager should hire a chartered accountant firm of at least 5 years of experience for working for exhibitions and or govt. projects. The last year report will be shared by the selected vendor.	01(lumpsum)	Total Cost	
3	3D/2D qualified Designer for designing layout of outer area, halls, reception and congress center (Dedicated resource person to be fully engaged and stationed at procuring agency office). Shall provide designs in soft form as well for digital media activation.	01	Total Cost	
4	Qualified Videographer for preparation of documentaries, product videos for SMDs (P3). Approx 30 videos of 3-5 minutes. The videographer shall also supervise seamless streaming of the videos during the 04-day event.	01 Videographer	Lump Sum	
Part-II (Exhibition Set up)				

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
5	Upgraded Shell Scheme Stalls (12 sqm size) with customized front fabrication as per approved design including the following: - Back/Side Walls - Fascia Board with Company Name and TDAP's Logo - 10 Amp Power-point (01) - Information Counter (01) - 100W Spot Lights (03) - Chairs (04) (newly similar branded portable exhibition meeting Chairs/White) - Round Table (01) (round/glass & iron tube) - Waste Basket (01) - Shelves (03) - Racks (02) . All materials must be complying international standard. 	250 Stalls No.	Cost Per stall	
6	Carpeting (400 Grams-minimum): In 6 Halls and walkways of each hall and the corridor leading to Hall # 4 and areas indicated in the work order. New carpet as per color approved by the competent authority, who will approve color scheme of each hall. There will be no compromise on Grams of carpet and its quality. (To be billed on actual) Carpet must qualify standards. Carpeting should be properly glued and tapped.	300,000 sqft	Per sq. ft.	
7	Electric work and Cabling with distribution panels inside halls, Marques and for corridor, rooftop, hall gates, grill paneling and main gates (High-Quality Pakistani Cables or Imported Only to meet the load requirement) (6 Halls and outer areas, and marquees) It includes supply of electricity and wire connections to the customized vendors. All the wiring must be inside the trenches of each hall and marques. DBs (clip set/3M) must be of high qualities and will be placed on safe covered area under supervision of the	Lump sum rates	Total Cost	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	EMC licensed staff. There will be no open wiring inside the halls and marques. Extra wiring for refrigerators for electrification after day close. Cables and Electric brackets required for Hall 1, 2, 3 4, 5, 6 and corridors and marques. The Event Manager may use best brands of Cables to meet the load requirement who can bear the electric load of exhibitors in each hall because exhibitors will be using misc. equipment like refrigerators, deep freezers, oven, electric burners, electric plates etc. The wiring should be concealed and properly grounded FoodAg is an international event, wherein more than 800 foreigners are participating. Event manager will be responsible for any mishap due to open wiring or other related incident in supply). All electrical installations must comply international standards for electrical safety in buildings.			
8	Four digital walkthrough gates with cover & 1 baggage scanning machine for four days. Specification: Digital walk-through machine including baggage scanning machine. Equipment must meet international security standards, ensuring high detection accuracy and safety.	04 Machines/Gates for 04 Days	Per Machine	
9	Design, fabrication, installation, operation, and dismantling of a thematic welcome area at the main entrance, featuring a creative composite display showcasing Pakistan's agricultural heritage, along with daily live cultural performances by traditional dancers portraying the life and culture of farmers/growers throughout the four (04)-day event.	Lump sum cost for four days	Lump sum	
10	Set Up for FUND Manager Room at mezzanine floor of Hall 2 or Hall 5: Waiting Lounge for 50 delegates with Sofas chairs and Center Table (Glass top)· Floral Arrangements · Necessary Basic Stationery · Tea/Coffee Arrangements with cookies and	For 04 Days	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	water dispenser. Tissue Boxes · Photography etc.. Office Set-up 07 office tables with drawer. Revolving chairs 07 · Visitor chairs (8) · Printer (PPM), · Scanner · Laptop (5) · 2 Photocopy Machine (PPM). 07 counters, CCTV cameras and live internet devices for 07 counters.			
11	Foyer Area: Customized booths (12 in number), B2B lounge and podcast as per approved design. 2 SMD Screens (P3) on the back of hall 5 covering all wall for live feed or documentaries. Branding panels 20*10 · 15 nos 3x3 customized stalls with led screen in each stall and B2B cubical, including information counter plus 2xchairs, branding panel 20x10 and make it for 4 days, for testing also. (On actual basis). Branding on the back wall of hall 6 for media and photograph booth. 2 seater Sofa with 32 seating for B2B along with center table.	01 for whole event	Lump sum	
12	Thematic composite at Foyer area (8x8 square ft)	01 for whole event	Lump sum	
Part-III Sound Management System				
13	Sound System - Link for Exhibition Hall 1,2,3,4,5,6 and marquees & Side Corridor including power supply., comprising: · Audio Mixing Consol (Line Distribution Mixer) (speakers with complete system in each hall, as per requirement of halls). Sound System (Exhibition Hall 1-5 and marquees). Box Speakers for (Corridor Area) (04). Power Amplifier · Graphic Equalizer. Lead Microphone with Stand (at Main Reception). Voltage Stabilizer (BRAND SHOULD BE STANDARDISED AND COMPATIBLE). 5 sets for 5 halls (including corridors) for 4 days.	01 complete set for whole event	Lump sum	
14	1 set of Sound System in Reception area, Level 1 & Level 2 comprising each: · Audio Mixing Consol (Auto Mute System) (01) · Hi Fi Speakers (01 Pair) · Power Amplifier	01 complete set for whole event	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	(01) · Graphic Equalizer (01) · Gooseneck Microphone with Stand for Podium (02) · Voltage Stabilizer (01) · Cordless Mics (4). 1 set x 4 days.			
15	Sound System for Foyer Area sound: · SP2 with 4 smart speakers and hand mics for ambiance sound. 1 set for 4 days.	01 complete set for whole event	Lump sum	
Part-IV (Office & Room Set ups)				
16	Media Centre and Seminar room (at Congress level one) Setup with seating arrangement and working counters including: i. SMD (P3) and digital Backdrop for press briefings, with stage ii. Seating for 50 persons including 8 two seater sofa set with front table etc. iii. Backdrop for media to be placed at reception area covering all sides measured 16 by 10 iv. Computers with tech. support (05) v. Laser Jet Printer (03) 25 PPM vi. Photocopier (01) 25 PPM · CD Player with Soft Music Collection · Voltage Stabilizer · Other Accessories Additional 10 chairs for back up 1 set of Sound System at Congress, Level 1 comprising each: · Audio Mixing Consol (Auto Mute System) (01). Hi Fi Speakers (01 Pair) · Power Amplifier (01). Graphic Equalizer (01) · Gooseneck Microphone with Stand for Podium (02) · Voltage Stabilizer (01) · Cordless Mics (4). Branding on the side walls of the room.	01 complete set up for whole event	Lump sum	
17	Day care set up with basic necessary arrangements for babies or baby sitters in one room at First Floor	01 complete set for whole event	Lump sum	
18	B2B Secretariat in hall No. 2 One laptop with printer in each hall Water dispenser 2 Round tables with 4 chairs each in each hall for four days including basic stationary.	01 complete set up for whole event	Lump sum	
19	Office set up for VVIP seating for 30 people along with conference table, seating, floral arrangement and stationery for FPCCI/Chambers in Hall No. 2	01 complete set up for whole event	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
20	VIP Room I Office Set up at Congress Level 2 (CE TDAP). VIP Office setup at level 2 with complete furniture including · Office Table · Revolving Executive Chair (1) · Visiting Chairs (6) · Fresh Floral arrangement · Necessary basic stationery · Tissue boxes. Along with Sanitizers	01 complete set up for whole event	Lump sum	
21	VIP Room II Office Set up Congress Level 2 (Minister) VIP Rooms setup at level 2 with complete furniture including. Sofa Seating for 10 people. Centre Table (Glass Top). Floral Arrangements. Necessary basic stationery. Tissue boxes. Photography etc. As above. 1 setup. Along with sanitizers	01 complete set up for whole event	Lump sum	
22	VIP Room III: Conference table with 10 revolving executive office chairs along with screen set up and printer for online meeting at Congress Level 2 (Secretary Commerce)· Executive corner sofa with 6 seats with center table. Necessary basic stationery · Tissue boxes. As above. 1 setup. Along with hand sanitizer	01 complete set up for whole event	Lump sum	
23	VIP Room IV: Executive dining table and chairs with floral arrangements for 20 people for four days	01 complete set up for whole event	Lump sum	
24	High Profile Meeting Room at Congress Level 2 A VIP Lounge setting for 50 persons at Mezzanine Floor of Congress Centre including: Thematic Backdrop· Sofa Seating (50 persons) · Head table · 3-4 Centre Tables (glass top) · 4-6 Coffee Tables· Necessary basic stationery · Tissue boxes, sanitizer · Additional lighting as per requirement 1 set of Sound System at Congress area, Level 2 comprising each: · Audio Mixing Consol (Auto Mute System) (01) · Hi Fi Speakers (01 Pair) · Power Amplifier (01) · Graphic Equalizer (01)· Voltage Stabilizer (01) Cordless Mics (6). Complete Panaflex Branding inside and outside the area high	01 complete set up for whole event	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	profile meeting area. Along with one digital standee. For four days			
25	Two-Seater 5 sofa sets along with 5 center and coffee tables for waiting area outside High Profile Meeting for four days	01 complete set up for whole event	Lump sum	
Part-V (Other Services)				
26	Floral Arrangements Floral arrangement @ reception + Meeting Area + Media Centre + Business Centre + VIP Rooms and all the set ups where floral arrangement is mentioned including high-quality bouquets for VIP guest at ribbon cutting. (Fresh Jasmine/lily and Rose Flowers required each day for 4 Days). Arrangements must use sustainable sourcing.	One complete set	Lumpsum	
27	Wireless Internet Connectivity (200 mb gpon/Shared per Hall) Strong signal strength (Storm Fiber/Multinet) to be ensured. Includes: · Wi-Fi (routers /equipment) complete networking & switches ensuring strong signal strength · Media Centre · Business Centre · 6 Halls + marquees · All Connecting Corridors · 8 wifi clouds zong/jazz or equivalent	01 complete set up for whole event	Lump sum	
28	Standby/ Supplementary Generators including fuel and operations. (As per actual usage per hour) · Clarity to be sought from TDAP before submission of Bid (unit rates mentioned per day per unit) (The generators must be of international brand with 2020-2026 model. No compromise will be made on the quality and functionality of generators. Any fault will cause major penalty decided by the venue committee.) (Firm unit rates). Generators must be low-emission compliant with EPA, as per following specifications & quantities:	Per unit cost		
(a)	6 Generator x200 KVA	6 No.s for 04 Days	Per Generator	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
(b)	2 Generators x 500 KVA	2 No.s for 04 Days	Per Generator	
©	2 Generators x 300 KVA	2 No.s for 04 Days	Per Generator	
29	Lunch for Support Staff (TDAP Officials & GRO's): during event days (23-26 November, 2026) · 450 Lunch boxes/ per day (for four days) · Further clarity may be sought from TDAP before submitting the bid (Firm unit rates). 4 days x 450 Lunch boxes = 1800 1) Biryani and Cold Drink (Day 1) 2) Chicken Shashlik and Cold Drink (Day-2) 3) Yakhni Pulao with Cold Drink (Day-3) 4) Chicken Broast with Fries, Bun and cold Drink	1800 lunch boxes	Cost per lunch box	
30	200 lunch boxes/per day for Security Personnel (for four days): during event days (23-26 November, 2026) · 200 Lunch boxes/ per day (for four days) (Firm unit rates). As above. 4 days x 200 lunch boxes = 800. Menu: Briyani and cold drink (for four days) at the defined locations	800 lunch boxes	Cost per lunch box	
31	Lunch for the Organizing team (TDAP) in the Build up to the event a) build up days (20-22 November): 50 boxes of Briyani and cold drink (50x3 days= 150) b) Event days: (23-26 November, 2026) · 100 Lunch boxes/ per day (for four days) · Menu to be approved by TDAP (Firm unit rates). As above. 4 days x 100 lunch boxes = 400. 1) Yakhni Pulao and cold drink 2) Zinger Burger and cold drink 3) Broast, fries, bun and cold drink 4) Biryani and Cold Drink	400 lunch boxes	Cost per lunch box	
32	Drinking Water Supply · 2 Water dispensers (new) per hall during exhibition days / build	01 complete set up for 7 days	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	up and dismantling. 1 at reception, 1 per networking area mezzanine, 1 congress level 2. · 19-liter mineral water bottles for dispensers to be refilled when needed · Disposable water glasses *All halls & other areas as identified by TDAP * if any dispenser is leaking, TDAP will not pay for that dispenser. Water must be certified potable per WHO standards and dispensers hygienic. 450 bottles (19 liters) for 7 days (Firm unit rates).			
33	Marquee (3A) 100x200 ft: for 40-50 stall Setup 12 sqr mtr each as per specification given at Sr. No 4. The marquee should be 100% Polyester *PVC Coated *Fire Retardant *Inner Lining *Entry gates with covered FoodAg branded tunnel *Rain proof. Marquees, Temperature controlled with carpeting and 20 AC units of 4 tons and 4 chillers.	Complete cost of marquee with carpeting, AC, cabling and power supply for all 4 days	Lump sum	
34	Marquee (6A) 100x200 ft: for 40-50 stall Setup 12 sqr mtr each as per specification given at Sr.No 4. The marquee should be 100% Polyester *PVC Coated *Fire Retardant *Inner Lining * Entry gates with covered FoodAg branded tunnel *Rain proof. Marquees, Temperature controlled with carpeting and 20 AC units of 4 tons and 4 chillers	Complete cost of marquee with carpeting, AC/Chillers, cabling and power supply for all 4 days	Lump sum	
35	Supply, installation, operation, maintenance, and removal of sixteen (16) generators (120 KVA each) for powering the event marquees for four (04) days. The quoted rate shall exclude fuel. Fuel consumed during actual operation shall be reimbursed separately on actual consumption, duly verified by the Procuring Agency.	16 generators for four days	per generator for four days	
36	Design, print, and supply of 5,000 pre-printed, color-coded identification badges for Exhibitors, TDAP Officials, Delegates, Organizers, GRO, Media, and other authorized officials, as per TDAP-approved	5000	Cost per card	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	artwork, complete with FoodAg Pakistan 2026 branded lanyards, badge holders, and accessories.			
37	Design, fabrication, installation, and dismantling of Help Desk/Reception Counters at the Expo Centre (one in each exhibition hall), for total 04 Days of event, constructed with 17 mm MDF/white softwood, finished with ICI or equivalent water-based paint, and complete with solvent vinyl branding as per TDAP-approved design. 8 Nos. x 9 sqm.	8 No	Per Help Desk	
38	Reception/Hospitality Desk (Hotels) for 08 Days (As per design provided by TDAP) Ambiance (12'x8'x6') pana flex (380 gm), solvent printing with frame/fitting lighting at airport and hotels (Moven Pick, Pearl Continental, Marriott, etc) including: · 4 office chairs at each desk · Basic stationery · Laptop (01) · Printer (01) · Internet device (01) (The list of hotels will be provided by TDAP)	10 No	Per Desk	
39	Standing AC's of 2 tons, for 04 event Days, each for Corridors (As per Actual). Energy-efficient per ENERGY STAR.	35 Nos	Per AC cost	
40	Corporate Invitation Cards Design & Printing in 4 colors · 310 grams (Made with Recyclable/Disposable/Environmentally friendly material). Per ISO 20121	5000 No	Per card	
41	Car stickers Red 300 cards Green 500 cards Blue 1200 Cards Orange 1000 cards. Eco-friendly materials.	3000	Per Sticker	
42	Uniform for GROs T Shirts on FoodAg-2026 theme (Design to be Finalized by TDAP). Fabrics sustainable and comfortable.	300	Per T shirt	
43	Digital Standees of 5 feet Height with supply and operator	50 No.	Per standee	
Part-VI (Branding)				
44	Country flags (Silk) with hand mated (Table flags with stands). High-quality silk,	80 Nos	Per flag	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	colorfast. All flags with separate stands and to be provided to the B2B Sect. one day before the event.			
45	4 Large Flags; · TDAP (01) · Export Development Fund (EDF) (01) · FoodAg-2026 (01) · Ministry of Commerce (MoC) (01). Weather-resistant materials.	04 No.	Per Flag	
46	Pole banners (Scrolls) · 8'x 4'(white soft wood 2"x1.5"x8' panaflex (300gm) solvent printing · Temporary poles 14 gauge. Wind-resistant, fire-retardant.	40 No.s	Per Banner	
47	Expo Centre Monument all Side branding: · (35' x 17') Front Lit type, all sides panaflex (320gm) solvent printing. Durable, UV-resistant printing.	01 No.	Lump Sum	
48	Digital Expo Layout directory with touch screen for interior & exterior purposes with operator support.	04 No.	Per Screen	
49	Directional signs (inside) in FoodAg branding · (5'x4') white soft wood, mdf 17mm, water paint ICI or equivalent, solvent vinyl printing. Clear, compliant with ADA accessibility.	25 No.	Per Sign	
50	Hall Gates branding (24'9"/20' x 9') white soft wood, mdf 17mm, water paint ICI, solvent vinyl printing. Structural integrity per IAEE.	08 No.s	Per Gate	
51	Design and execution of composite Minimum composite area for reception and foyer area (36sq Mt in each) Lights and Trussing to create an ambiance for highlighting masterpieces arrangements as deemed suitable by TDAP. Lighting energy-efficient LED, trussing per safety standards. Atleast 03 options for the material & design to be provided to TDAP to finalize.	2 No.s	Per Composite	
52	Reception Desk Branding: a) Backdrop of reception b) Registration Marble Counter c) side glass walls: soft wood, mdf 17mm,	In SQft(3x20)	Per sqft	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	water paint ICI or equivalent, solvent vinyl printing. Fire-retardant.(3X20)			
53	Streamers for Halls (Roof Hanging) As per specifications of Halls 3 Different lengths design to be approved by TDAP (firm unit rates). Secure installation per UFI safety.	50 Nos	Per streamer	
54	Ambiance at Front Bands Outside Reception (6 sides) Two sides: 24'.8" x 4' Two sides: 15' x 4'.9" Two sides: 29'x 4' Expo Façade at Entrance Door – 16' x 32' Left Side of Expo Façade at Entrance Door – 16'x 19' Expo Façade at Exit Door – 16' x 32' White soft wood, mdf 17mm, water paint ICI or equivalent, solvent vinyl printing. Weather-resistant.	8 nos	Per Band	
55	Reception outside top banner - Durable & good quality panaflex materials.			
A	30'x5'	02 No.s	Per Banner	
B	33'x5'	01 No.s	Per Banner	
56	Outer Grill / Wall Panels Rectangle Panels size 16'x 6'Panaflex Printing & installation (On actual Basis). UV-protected printing.	65 Nos	Per Panel	
57	Streamers (City branding of Karachi) · Panaflex Printing & installation, roadside streamers 3x6 with frames minimum 320 gm. Wind-resistant.	2000	Per Streamer	
58	Branding on three pedestrian Bridges of Sharah-e-Faisal as per approved design by TDAP (firm unit rates). Compliant with local and international outdoor advertising safety as per size of bridge	6 No.s	Per Brdige	
59	Black paneling and branding in front of walls from hall 1- 2, from entrance of hall 2 toward hall 3 ending at window and corridor on both sides linking hall 3 to hall 5. Fire-retardant panels.(5476 square ft)	5476 square ft)sqr ft	Per sqft	
60	Cost for Conceptual Exhibit Display against white walls alongside Entrance leading towards Atrium. Creative, compliant with IAEE.(864 sqr ft)	864 sq ft.	Per sqft	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
61	VIP Grill Panel (96x10) at Podium (Front). High-quality.	1 No.	Per Panel	
62	Main Gate Branding (67' x 16') (University Road & Sui Southern Gas Road) white soft wood, mdf 17mm, water paint ICI, solvent vinyl design and printing. Structural safety.	2 No.s	Per Gate	
63	SMD Screens (P3) in halls with complete support and operator, for live coverage as well: · Screen 10'x 20'; · 01 each in halls 1,2,3, 4,5 · Both installation and dismantling · Live Networking Cables to be installed to display live activities of all halls during the four days of the event with sound. · The Ribbon Cutting Ceremony will be shown live on these SMD screens (P3) as well and exhibition manager will have to make proper arrangements for the same. Screens high-resolution, compliant with IEC safety.	6 x 4 days	Per Screen cost for 04 Days	
64	SMD Screens (P3) in link corridor hall 3-4 with complete support and operator, for immersive experience· 8 Screen each of 140'x 14'. · Both installation and dismantling · Link corridor will be completely covered by SMDs (P3) from two sides (Firm unit rates). As above. 8 numbers x 3 days. The event manager shall not charge the cost of testing day. It should be part and parcel of the cost	8 x 4 days	Per Screen cost for 04 Days	
66	FoodAg-2026 Logo and Pakistan Flag & Welcome on hills via paint. Eco-friendly paint.	01 No.	Lump Sum	
67	Air cutter for each hall entrance · Supply and installation · Latest international brand (Firm unit rates). Energy-efficient.	09	Per Air Cutter	
68	Planters for venue beautification Sample will be provided by TDAP (Firm unit rates). Sustainable plants.	250 No.s	Per Planter	
69	Parking setup at National coaching Centre: 1) Electricity generator 150 KV No. 1 2) 40 ft container for registrations setup	01 No.	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	3) 4 Pakoras with 20 seating arrangement 4) Fans 5 5) Computers 2 6) Standees 2 7) Printer 2 8) Walkthrough gate 1 9) X-Ray gate 1 10) 01 Water dispenser with 1 number 90 ltr water bottles			
70	4 Pakora gates for shed on different locations inside expo centre	04 No.s	Per Gate	
Total Bid				

Total Value of the Bid (in Words) _____

- The quantities mentioned in the bidding documents are approximate, however, Work Order will be issued as per the bookings of stall in the exhibition i.e., based on actual requirement. TDAP may exclude any of the above-mentioned items from the Bill of Quantity in the final work order. Therefore, there is not any binding on TDAP to issue the work order as per the quantities / items mentioned in the bidding documents
- In case of discrepancy between unit price and total price, the unit price shall prevail.
- Brand names mentioned in the BOQ should be considered as Brand name or equivalent

Signature and Stamp of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail

Part-I, Part-II, Part-III

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
Part-I (Professional Fee)				
1	Material handling: There will be around 250-370 Exhibitors which will have different types of exhibits including Food products, Heavy machinery like treasures, harvesters along with, Refrigerators, electric plate etc. Manager shall be responsible for the safety of material at the venue and shall help exhibitors for unloading and setting up and dismantling of their exhibits. (Firm unit rates). the event manager shall put logistics staff and required machinery for material handling.	370 exhibitors	Per exhibitor	
2	Hiring of Fund Manager as per ToRs. Services of Fund manager include Issuance and handling of \$ from SBP for the disbursement of amount to the delegates. The event Manager should hire a chartered accountant firm of at least 5 years of experience for working for exhibitions and or govt. projects. The last year report will be shared by the selected vendor.	01(lumpsum)	Total Cost	
3	3D/2D qualified Designer for designing layout of outer area, halls, reception and congress center (Dedicated resource person to be fully engaged and stationed at procuring agency office). Shall provide designs in soft form as well for digital media activation.	01	Total Cost	
4	Qualified Videographer for preparation of documentaries, product videos for SMDs (P3). Approx 30 videos of 3-5 minutes. The videographer shall also supervise seamless streaming of the videos during the 04-day event.	01 Videographer	Lump Sum	
Part-II (Exhibition Set up)				
5	Upgraded Shell Scheme Stalls (12 sqm size) with customized front fabrication as per approved design including the following: - Back/Side Walls - Fascia Board with Company Name and TDAP's Logo - 10 Amp Power-point (01) - Information Counter (01) - 100W Spot Lights (03) - Chairs (04) (newly similar branded portable exhibition meeting Chairs/White) - Round Table (01) (round/glass & iron tube) - Waste	250 Stalls No.	Cost Per stall	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	Basket (01) - Shelves (03) - Racks (02) . All materials must be complying international standard. 			
6	Carpeting (400 Grams-minimum): In 6 Halls and walkways of each hall and the corridor leading to Hall # 4 and areas indicated in the work order. New carpet as per color approved by the competent authority, who will approve color scheme of each hall. There will be no compromise on Grams of carpet and its quality. (To be billed on actual) Carpet must qualify standards. Carpeting should be properly glued and tapped.	300,000 sqft	Per sq. ft.	
7	Electric work and Cabling with distribution panels inside halls, Marques and for corridor, rooftop, hall gates, grill paneling and main gates (High-Quality Pakistani Cables or Imported Only to meet the load requirement) (6 Halls and outer areas, and marquees) It includes supply of electricity and wire connections to the customized vendors. All the wiring must be inside the trenches of each hall and marquees. DBs (clip set/3M) must be of high qualities and will be placed on safe covered area under supervision of the EMC licensed staff. There will be no open wiring inside the halls and marquees. Extra wiring for refrigerators for electrification after day close. Cables and Electric brackets required for Hall 1, 2, 3 4, 5, 6 and corridors and marquees. The Event Manager may use best brands of Cables to meet the load requirement who can bear the electric load of exhibitors in each hall because exhibitors will be using misc. equipment like refrigerators, deep freezers, oven, electric burners, electric plates etc. The wiring should be concealed and properly grounded FoodAg is an international event, wherein more than 800 foreigners are participating. Event manager will be responsible for any mishap due to open wiring or other related incident in supply). All electrical installations must comply international standards for electrical safety in buildings.	Lump sum rates	Total Cost	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
8	Four digital walkthrough gates with cover & 1 baggage scanning machine for four days. Specification: Digital walk-through machine including baggage scanning machine. Equipment must meet international security standards, ensuring high detection accuracy and safety.	04 Machines/Gates for 04 Days	Per Machine	
9	Design, fabrication, installation, operation, and dismantling of a thematic welcome area at the main entrance, featuring a creative composite display showcasing Pakistan's agricultural heritage, along with daily live cultural performances by traditional dancers portraying the life and culture of farmers/growers throughout the four (04)-day event.	Lump sum cost for four days	Lump sum	
10	Set Up for FUND Manager Room at mezzanine floor of Hall 2 or Hall 5: Waiting Lounge for 50 delegates with Sofas chairs and Center Table (Glass top) · Floral Arrangements · Necessary Basic Stationery · Tea/Coffee Arrangements with cookies and water dispenser. Tissue Boxes · Photography etc.. Office Set-up 07 office tables with drawer. Revolving chairs 07 · Visitor chairs (8) · Printer (PPM), · Scanner · Laptop (5) · 2 Photocopy Machine (PPM). 07 counters, CCTV cameras and live internet devices for 07 counters.	For 04 Days	Lump sum	
11	Foyer Area: Customized booths (12 in number), B2B lounge and podcast as per approved design. 2 SMD Screens (P3) on the back of hall 5 covering all wall for live feed or documentaries. Branding panels 20*10 · 15 nos 3x3 customized stalls with led screen in each stall and B2B cubical, including information counter plus 2xchairs, branding panel 20x10 and make it for 4 days, for testing also. (On actual basis). Branding on the back wall of hall 6 for media and photograph booth. 2 seater Sofa with 32 seating for B2B along with center table.	01 for whole event	Lump sum	
12	Thematic composite at Foyer area (8x8 square ft)	01 for whole event	Lump sum	
Part-III Sound Management System				
13	Sound System - Link for Exhibition Hall 1,2,3,4,5,6 and marquees & Side Corridor including power supply., comprising: · Audio Mixing Consol (Line Distribution Mixer) (speakers with complete system in each hall, as per requirement of halls). Sound System (Exhibition Hall 1-5 and marquees). Box Speakers for (Corridor Area) (04). Power Amplifier · Graphic	01 complete set for whole event	Lump sum	

S#	Description of Items (Improved with Quality Aspects and International Standards)	Quantity	Unit Rate (Rs)	Total Amount (Rs)
	Equalizer. Lead Microphone with Stand (at Main Reception). Voltage Stabilizer (BRAND SHOULD BE STANDARDISED AND COMPATIBLE). 5 sets for 5 halls (including corridors) for 4 days.			
14	1 set of Sound System in Reception area, Level 1 & Level 2 comprising each: · Audio Mixing Consol (Auto Mute System) (01) · Hi Fi Speakers (01 Pair) · Power Amplifier (01) · Graphic Equalizer (01) · Gooseneck Microphone with Stand for Podium (02) · Voltage Stabilizer (01) · Cordless Mics (4). 1 set x 4 days.	01 complete set for whole event	Lump sum	
15	Sound System for Foyer Area sound: · SP2 with 4 smart speakers and hand mics for ambiance sound. 1 set for 4 days.	01 complete set for whole event	Lump sum	

Part-IV, Part-V, Part-VI

Part-IV (Office & Room Set ups)				
S.No.	Description	Quantity	Unit Rate (Rs.)	Amount
16	Media Centre and Seminar room (at Congress level one) Setup with seating arrangement and working counters including: i. SMD (P3) and digital Backdrop for press briefings, with stage ii. Seating for 50 persons including 8 two seater sofa set with front table etc. iii. Backdrop for media to be placed at reception area covering all sides measured 16 by 10 iv. Computers with tech. support (05) v. Laser Jet Printer (03) 25 PPM vi. Photocopier (01) 25 PPM · CD Player with Soft Music Collection · Voltage Stabilizer · Other Accessories Additional 10 chairs for back up 1 set of Sound System at Congress, Level 1 comprising each: · Audio Mixing Consol (Auto Mute System) (01). Hi Fi Speakers (01 Pair) · Power Amplifier (01). Graphic Equalizer (01) · Gooseneck Microphone with Stand for Podium (02) · Voltage Stabilizer (01) · Cordless Mics (4). Branding on the side walls of the room.	01 complete set up for whole event	Lump sum	
17	Day care set up with basic necessary arrangements for babies or baby sitters in one room at First Floor	01 complete set for whole event	Lump sum	
18	B2B Secretariat in hall No. 2 One laptop with printer in each hall Water dispenser 2 Round tables with 4 chairs each in each hall for four days including basic stationary.	01 complete set up for whole event	Lump sum	
19	Office set up for VVIP seating for 30 people along with conference table, seating, floral arrangement and stationery for FPCCI/Chambers in Hall No. 2	01 complete set up for whole event	Lump sum	
20	VIP Room I Office Set up at Congress Level 2 (CE TDAP). VIP Office setup at level 2 with complete furniture including · Office Table · Revolving Executive Chair (1) · Visiting Chairs (6) · Fresh Floral arrangement · Necessary basic stationery · Tissue boxes. Along with Sanitizers	01 complete set up for whole event	Lump sum	
21	VIP Room II Office Set up Congress Level 2 (Minister) VIP Rooms setup at level 2 with complete furniture including. Sofa Seating for 10 people. Centre Table (Glass Top). Floral	01 complete set up for whole event	Lump sum	

	Arrangements. Necessary basic stationery. Tissue boxes. Photography etc. As above. 1 setup. Along with sanitizers			
22	VIP Room III: Conference table with 10 revolving executive office chairs along with screen set up and printer for online meeting at Congress Level 2 (Secretary Commerce). Executive corner sofa with 6 seats with center table. Necessary basic stationery · Tissue boxes. As above. 1 setup. Along with hand sanitizer	01 complete set up for whole event	Lump sum	
23	VIP Room IV: Executive dining table and chairs with floral arrangements for 20 people for four days	01 complete set up for whole event	Lump sum	
24	High Profile Meeting Room at Congress Level 2 A VIP Lounge setting for 50 persons at Mezzanine Floor of Congress Centre including: Thematic Backdrop· Sofa Seating (50 persons) · Head table · 3-4 Centre Tables (glass top) · 4-6 Coffee Tables· Necessary basic stationery · Tissue boxes, sanitizer · Additional lighting as per requirement 1 set of Sound System at Congress area, Level 2 comprising each: · Audio Mixing Console (Auto Mute System) (01) · Hi Fi Speakers (01 Pair) · Power Amplifier (01) · Graphic Equalizer (01)· Voltage Stabilizer (01) Cordless Mics (6). Complete Panaflex Branding inside and outside the area high profile meeting area. Along with one digital standee. For four days	01 complete set up for whole event	Lump sum	
25	Two-Seater 5 sofa sets along with 5 center and coffee tables for waiting area outside High Profile Meeting for four days	01 complete set up for whole event	Lump sum	
Part-V (Other Services)				
26	Floral Arrangements Floral arrangement @ reception + Meeting Area + Media Centre + Business Centre + VIP Rooms and all the set ups where floral arrangement is mentioned including high-quality bouquets for VIP guest at ribbon cutting. (Fresh Jasmine/lily and Rose Flowers required each day for 4 Days). Arrangements must use sustainable sourcing.	One complete set	Lumpsum	

27	Wireless Internet Connectivity (200 mb gpon/Shared per Hall) Strong signal strength (Storm Fiber/Multinet) to be ensured. Includes: · Wi-Fi (routers /equipment) complete networking & switches ensuring strong signal strength · Media Centre · Business Centre · 6 Halls + marquees · All Connecting Corridors · 8 wifi clouds zong/jazz or equivalent	01 complete set up for whole event	Lump sum	
28	Standby/ Supplementary Generators including fuel and operations. (As per actual usage per hour) · Clarity to be sought from TDAP before submission of Bid (unit rates mentioned per day per unit) (The generators must be of international brand with 2020-2026 model. No compromise will be made on the quality and functionality of generators. Any fault will cause major penalty decided by the venue committee.) (Firm unit rates). Generators must be low-emission compliant with EPA, as per following specifications & quantities:	Per unit cost		
(a)	6 Generator x200 KVA	6 No.s for 04 Days	Per Generator	
(b)	2 Generators x 500 KVA	2 No.s for 04 Days	Per Generator	
©	2 Generators x 300 KVA	2 No.s for 04 Days	Per Generator	
29	Lunch for Support Staff (TDAP Officials & GRO's): during event days (23-26 November, 2026) · 450 Lunch boxes/ per day (for four days) · Further clarity may be sought from TDAP before submitting the bid (Firm unit rates). 4 days x 450 Lunch boxes = 1800 1) Biryani and Cold Drink (Day 1) 2) Chicken Shashlik and Cold Drink (Day-2) 3) Yakhni Pulao with Cold Drink (Day-3) 4) Chicken Broast with Fries, Bun and cold Drink	1800 lunch boxes	Cost per lunch box	
30	200 lunch boxes/per day for Security Personnel (for four days): during event days (23-26 November, 2026) · 200 Lunch boxes/ per day (for four days) (Firm unit rates). As above. 4 days x 200 lunch boxes = 800.	800 lunch boxes	Cost per lunch box	

	Menu: Briyani and cold drink (for four days) at the defined locations			
31	Lunch for the Organizing team (TDAP) in the Build up to the event a) build up days (20-22 November): 50 boxes of Briyani and cold drink (50x3 days= 150) b) Event days: (23-26 November, 2026) · 100 Lunch boxes/ per day (for four days) · Menu to be approved by TDAP (Firm unit rates). As above. 4 days x 100 lunch boxes = 400. 1) Yakhni Pulao and cold drink 2) Zinger Burger and cold drink 3) Broast, fries, bun and cold drink 4) Biryani and Cold Drink	400 lunch boxes	Cost per lunch box	
32	Drinking Water Supply · 2 Water dispensers (new) per hall during exhibition days / build up and dismantling. 1 at reception, 1 per networking area mezzanine, 1 congress level 2. · 19-liter mineral water bottles for dispensers to be refilled when needed · Disposable water glasses *All halls & other areas as identified by TDAP * if any dispenser is leaking, TDAP will not pay for that dispenser. Water must be certified potable per WHO standards and dispensers hygienic. 450 bottles (19 liters) for 7 days (Firm unit rates).	01 complete set up for 7 days	Lump sum	
33	Marquee (3A) 100x200 ft: for 40-50 stall Setup 12 sqr mtr each as per specification given at Sr. No 4. The marquee should be 100% Polyester *PVC Coated *Fire Retardant *Inner Lining *Entry gates with covered FoodAg branded tunnel *Rain proof. Marquees, Temperature controlled with carpeting and 20 AC units of 4 tons and 4 chillers.	Complete cost of marquee with carpeting, AC, cabling and power supply for all 4 days	Lump sum	
34	Marquee (6A) 100x200 ft: for 40-50 stall Setup 12 sqr mtr each as per specification given at Sr.No 4. The marquee should be 100% Polyester *PVC Coated *Fire Retardant *Inner Lining * Entry gates with covered FoodAg branded tunnel *Rain proof. Marquees, Temperature controlled with carpeting and 20 AC units of 4 tons and 4 chillers	Complete cost of marquee with carpeting, AC/Chillers, cabling and power supply for all 4 days	Lump sum	
35	Supply, installation, operation, maintenance, and removal of sixteen (16) generators (120	16 generators for four days	per generator for four days	

	KVA each) for powering the event marquees for four (04) days. The quoted rate shall exclude fuel. Fuel consumed during actual operation shall be reimbursed separately on actual consumption, duly verified by the Procuring Agency.			
36	Design, print, and supply of 5,000 pre-printed, color-coded identification badges for Exhibitors, TDAP Officials, Delegates, Organizers, GRO, Media, and other authorized officials, as per TDAP-approved artwork, complete with FoodAg Pakistan 2026 branded lanyards, badge holders, and accessories.	5000	Cost per card	
37	Design, fabrication, installation, and dismantling of Help Desk/Reception Counters at the Expo Centre (one in each exhibition hall), for total 04 Days of event, constructed with 17 mm MDF/white softwood, finished with ICI or equivalent water-based paint, and complete with solvent vinyl branding as per TDAP-approved design. 8 Nos. x 9 sqm.	8 No	Per Help Desk	
38	Reception/Hospitality Desk (Hotels) for 08 Days (As per design provided by TDAP) Ambiance (12'x8'x6') pana flex (380 gm), solvent printing with frame/fitting lighting at airport and hotels (Moven Pick, Pearl Continental, Marriott, etc) including: · 4 office chairs at each desk · Basic stationery · Laptop (01) · Printer (01) · Internet device (01) (The list of hotels will be provided by TDAP)	10 No	Per Desk	
39	Standing AC's of 2 tons, for 04 event Days, each for Corridors (As per Actual). Energy-efficient per ENERGY STAR.	35 Nos	Per AC cost	
40	Corporate Invitation Cards Design & Printing in 4 colors · 310 grams (Made with Recyclable/Disposable/Environmentally friendly material). Per ISO 20121	5000 No	Per card	
41	Car stickers Red 300 cards Green 500 cards Blue 1200 Cards Orange 1000 cards. Eco-friendly materials.	3000	Per Sticker	
42	Uniform for GROs T Shirts on FoodAg-2026 theme (Design to be Finalized by TDAP). Fabrics sustainable and comfortable.	300	Per T shirt	
43	Digital Standees of 5 feet Height with supply and operator	50 No.	Per standee	

Part-VI (Branding)				
44	Country flags (Silk) with hand mated (Table flags with stands). High-quality silk, colorfast. All flags with separate stands and to be provided to the B2B Sect. one day before the event.	80 Nos	Per flag	
45	4 Large Flags; · TDAP (01) · Export Development Fund (EDF) (01) · FoodAg-2026 (01) · Ministry of Commerce (MoC) (01). Weather-resistant materials.	04 No.	Per Flag	
46	Pole banners (Scrolls) · 8'x 4'(white soft wood 2"x1.5"x8' panaflex (300gm) solvent printing · Temporary poles 14 gauge. Wind-resistant, fire-retardant.	40 No.s	Per Banner	
47	Expo Centre Monument all Side branding: · (35' x 17') Front Lit type, all sides panaflex (320gm) solvent printing. Durable, UV-resistant printing.	01 No.	Lump Sum	
48	Digital Expo Layout directory with touch screen for interior & exterior purposes with operator support.	04 No.	Per Screen	
49	Directional signs (inside) in FoodAg branding · (5'x4') white soft wood, mdf 17mm, water paint ICI or equivalent, solvent vinyl printing. Clear, compliant with ADA accessibility.	25 No.	Per Sign	
50	Hall Gates branding (24'9"/20' x 9') white soft wood, mdf 17mm, water paint ICI, solvent vinyl printing. Structural integrity per IAEE.	08 No.s	Per Gate	
51	Design and execution of composite Minimum composite area for reception and foyer area (36sq Mt in each) Lights and Trussing to create an ambiance for highlighting masterpieces arrangements as deemed suitable by TDAP. Lighting energy-efficient LED, trussing per safety standards. Atleast 03 options for the material & design to be provided to TDAP to finalize.	2 No.s	Per Composite	
52	Reception Desk Branding: a) Backdrop of reception b) Registration Marble Counter c) side glass walls: soft wood, mdf 17mm, water paint ICI or equivalent, solvent vinyl printing. Fire-retardant.(3X20)	In SQft(3x20)	Per sqft	
53	Streamers for Halls (Roof Hanging) As per specifications of Halls 3 Different lengths	50 Nos	Per streamer	

	design to be approved by TDAP (firm unit rates). Secure installation per UFI safety.			
54	Ambiance at Front Bands Outside Reception (6 sides) Two sides: 24'.8" x 4' Two sides: 15' x 4'.9" Two sides: 29'x 4' Expo Façade at Entrance Door – 16' x 32' Left Side of Expo Façade at Entrance Door – 16'x 19' Expo Façade at Exit Door – 16' x 32' White soft wood, mdf 17mm, water paint ICI or equivalent, solvent vinyl printing. Weather-resistant.	8 nos	Per Band	
55	Reception outside top banner - Durable & good quality panaflex materials.			
A	30'x5'	02 No.s	Per Banner	
B	33'x5'	01 No.s	Per Banner	
56	Outer Grill / Wall Panels Rectangle Panels size 16'x 6'Panaflex Printing & installation (On actual Basis). UV-protected printing.	65 Nos	Per Panel	
57	Streamers (City branding of Karachi) . Panaflex Printing & installation, roadside streamers 3x6 with frames minimum 320 gm. Wind-resistant.	2000	Per Streamer	
58	Branding on three pedestrian Bridges of Sharah-e-Faisal as per approved design by TDAP (firm unit rates). Compliant with local and international outdoor advertising safety as per size of bridge	6 No.s	Per Brdige	
59	Black paneling and branding in front of walls from hall 1- 2, from entrance of hall 2 toward hall 3 ending at window and corridor on both sides linking hall 3 to hall 5. Fire-retardant panels.(5476 square ft)	5476 square ft)sqr ft	Per sqft	
60	Cost for Conceptual Exhibit Display against white walls alongside Entrance leading towards Atrium. Creative, compliant with IAEE.(864 sqr ft)	864 sq ft.	Per sqft	
61	VIP Grill Panel (96x10) at Podium (Front). High-quality.	1 No.	Per Panel	
62	Main Gate Branding (67' x 16') (University Road & Sui Southern Gas Road) white soft wood, mdf 17mm, water paint ICI, solvent vinyl design and printing. Structural safety.	2 No.s	Per Gate	
63	SMD Screens (P3) in halls with complete support and operator, for live coverage as well:	6 x4 days	Per Screen cost for 04 Days	

	· Screen 10'x 20'; · 01 each in halls 1,2,3, 4,5 · Both installation and dismantling · Live Networking Cables to be installed to display live activities of all halls during the four days of the event with sound. · The Ribbon Cutting Ceremony will be shown live on these SMD screens (P3) as well and exhibition manager will have to make proper arrangements for the same. Screens high-resolution, compliant with IEC safety.			
64	SMD Screens (P3) in link corridor hall 3-4 with complete support and operator, for immersive experience· 8 Screen each of 140'x 14'. · Both installation and dismantling · Link corridor will be completely covered by SMDs (P3) from two sides (Firm unit rates). As above. 8 numbers x 3 days. The event manager shall not charge the cost of testing day. It should be part and parcel of the cost	8 x 4 days	Per Screen cost for 04 Days	
66	FoodAg-2026 Logo and Pakistan Flag & Welcome on hills via paint. Eco-friendly paint.	01 No.	Lump Sum	
67	Air cutter for each hall entrance · Supply and installation · Latest international brand (Firm unit rates). Energy-efficient.	09	Per Air Cutter	
68	Planters for venue beautification Sample will be provided by TDAP (Firm unit rates). Sustainable plants.	250 No.s	Per Planter	
69	Parking setup at National coaching Centre: 1) Electricity generator 150 KV No. 1 2) 40 ft container for registrations setup 3) 4 Pakoras with 20 seating arrangement 4) Fans 5 5) Computers 2 6) Standees 2 7) Printer 2 8) Walkthrough gate 1 9) X-Ray gate 1 10) 01 Water dispenser with 1 number 90 ltr water bottles	01 No.	Lump sum	
70	4 Pakora gates for shed on different locations inside expo centre	04 No.s	Per Gate	

Contractor's Representative and Key Personnel Schedule

Bidders should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

Contractor' Representative and Key Personnel

1.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
2.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
3.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
4.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>

	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
5.	Title of position:	
	Name of candidate	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
6.	Title of position: <i>[insert title]</i>	
	Name of candidate	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>

**Form PER-2:
Resume and Declaration
Contractor's Representative and Key Personnel**

Name of Bidder

Position [#1]: <i>[title of position from Form PER-1]</i>		
Personnel information	Name:	Date of birth:
	Address:	E-mail:
	Professional qualifications:	
	Academic qualifications:	
	Language proficiency: <i>[language and levels of speaking, reading and writing skills]</i>	
details		
	Address of Employer:	
	Telephone:	Contact (manager / personnel officer):
	Fax:	
	Job title:	Years with present Employer:

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Project	Role	Duration of involvement	Relevant experience
<i>[main project details]</i>	<i>[role and responsibilities on the project]</i>	<i>[time in role]</i>	<i>[describe the experience relevant to this position]</i>

Declaration

I, the undersigned [insert either “Contractor’s Representative” or “Key Personnel” as applicable] , certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Bid:

Commitment	Details
Commitment to duration of contract:	<i>[insert period (start and end dates) for which this Contractor’s Representative or Key Personnel is available to work on this contract]</i>
Time commitment:	<i>[insert period (start and end dates) for which this Contractor’s Representative or Key Personnel is available to work on this contract]</i>

I understand that any misrepresentation or omission in this Form may:

- (a) be taken into consideration during Bid evaluation;
- (b) result in my disqualification from participating in the Bid;
- (c) result in my dismissal from the contract.

Name of Contractor’s Representative or Key Personnel: *[insert name]*

Signature: _____

Date: (day month year): _____

Countersignature of authorized representative of the Bidder:

Signature: _____

Date: (day/month/year): _____

Past Experience / Contracts

Contracts over <i>[insert amount]</i> during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination



Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

☐ Not debarred due to deviation from commitment of Bid Securing Declaration- ☐ Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
☐ Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>
☐ No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. ☐ Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), PKR Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i>	<i>[insert amount]</i>

Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: [insert full name]

Date: [insert day, month, year]

Joint Venture Member Name: [insert full name]

IFP No. and title: [insert IFP number and title]

Page [insert page number] of [insert total number] pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous [insert number] years, [insert in words] (amount in currency, currency, exchange rate*, PKR equivalent)				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for [number] years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
 - (b) be independently audited or certified in accordance with local legislation.
 - (c) be complete, including all notes to the financial statements.
 - (d) correspond to accounting periods already completed and audited.
- ☐ Attached are copies of financial statements¹ for the [number] years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual Turnover Data			
Year	Amount Currency	Exchange rate* (If applicable)	PKR equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

* Refer ITA for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.