



THE BANK OF PUNJAB

CPD/IT/2021/10-020

PRE-QUALIFICATION NOTICE FOR HIRING OF SERVICES FOR PRINTING OF BIANNUAL STATEMENT OF ACCOUNTS & CONSUMER CERTIFICATES AND OTHER CUSTOMER NOTICES/ LETTERS AT BANK'S PREMISES.

The Bank of Punjab intends to hire services for Printing of Biannual Statement of Accounts & Consumer Certificates and other Customer Notices/ Letters at Bank's premises. Applications in sealed envelopes are invited from well reputed and credible firms for their pre-qualification. Interested firms having overall experience of minimum **3 years** in relevant field and working experience with at least 3 corporate entities for bulk-printing can submit their applications along with the documents showing their credentials, expertise and financial strength. Interested firms are required to submit their sealed applications duly supported with the below mentioned information/ documents.

REQUIREMENTS:

1. Profile
2. Applicant(s) must be owner(s) of the business.
3. Business should be active for at least **3 years**.
4. Proof of NTN Certificate.
5. List of projects completed with satisfaction Certificate/ Purchase Order/ Delivery Challan/ Invoice for the same.
6. Bank certificate not over **6 months** old confirming annual credit turnover of at least **Rs.(10)** Million.
7. Affidavit on stamp paper of **Rs.100/-** duly attested by the oath commissioner that the firm is not black listed and is not a tax defaulter etc.
8. The Firms already pre-qualified with the Bank will be required to apply afresh.

This advertisement is also uploaded on the websites of PPRa (www.ppra.punjab.gov.pk) and BOP (www.bop.com.pk).

Bank will not be responsible for any cost incurred in submission of documents. Applicants will be informed in due course about the results of the evaluation of applications. Incomplete/ conditional documents will not be considered.

Pre-qualification documents are immediately available after publication of this advertisement. Firms fulfilling above criteria may obtain pre-qualification documents, containing all required information free of cost, on any working day (Monday to Friday) between **09:00AM to 03:00PM** up to **20-04-2021** through formal request at procurement@bop.com.pk. Applications complete in all respect should reach and to be dropped in a Bid Box available/ placed there for this purpose in sealed envelopes on the address given below, not later than **11:00AM** on **21-04-2021**.

Head Centralized Procurement

**The Bank of Punjab, 1st Floor, Head Office BOP Tower,
10-B, Block E/II, Main Boulevard, Gulberg III, Lahore
Ph: 042-35784094, Email:- procurement@bop.com.pk**