



PAKISTAN TOURISM DEVELOPMENT CORPORATION

PTDC Head Office: Kohsar Block (Ground Floor), Pak-Secretariat–Islamabad.

Tel +92-51-9212850 - Fax: 9212853

Email: info@tourism.gov.pk Website: www.tourism.gov.pk



INVITATION TO BIDS

Pakistan Tourism Development Corporation (PTDC), Cabinet Division, Government of Pakistan invites bids from the firms/ creative agencies / companies registered with Income Tax and Sales Tax Departments and are on FBR's Active Taxpayer's List (ATL) regarding hiring of firm/company/agency for **management of PTDC social media platforms** under the Project Facilitation of Tourism in Islamabad. (Marketing & Promotion etc.)

2. Bidding documents containing detail terms and conditions, method of procurement, etc. may be obtained from the Office of the undersigned on payment of **Rs.1000/- (Rupees one Thousand only)** non-refundable. Bidding documents can also be downloaded from PTDC website www.tourism.gov.pk and PPRA website www.ppra.org.pk. (Pay order of Rs.1000/- may be attached in case downloaded from website).

3. The bids, prepared in accordance with instructions in the bidding documents, along with Bid Security/Earnest money of 2% of the bid value in the shape of Bank draft/Pay order drawn in favor of PTDC may reach Office of the undersigned by **16 December, 2021 at 1200hrs**. Technical bids will be opened on the same day at 1230 hrs in presence of representatives of bidders.

4. As per PPRA Rules 33(1), 2004, Pakistan Tourism Development Corporation (PTDC), Government of Pakistan, has the right to reject any or all bids/proposals at any time prior to the acceptance of a bid/proposal.

**Manager (P&P),
Pakistan Tourism Development Corporation (PTDC)
Kohsar Block, Pak-Secretariat, Islamabad.**

PAKISTAN TOURISM DEVELOPMENT CORPORATION



GOVERNMENT OF PAKISTAN

Tender document for	Hiring of Agency/Company for Management of PTDC Social Media Platforms
Total Pages	19
Detail of Pages	<p>Pages (2-4) General Instructions for Bidders Pages (5-10) Annexures to Bid Annexure-A- Firm/Company Information Annexure-B- Eligibility Check List Annexure-C- Technical Evaluation Criteria Annexure-D- Cover Letter for the Submission</p> <p>Page (11-12) Scope of Work Page (13) Financial Proposal Page (14-19) Draft Contract Agreement</p>

KOHSAR BLOCK (GROUND FLOOR),

PAK-SECRETARIAT-ISLAMABAD

051-9212850

GENERAL INSTRUCTIONS & CONDITIONS FOR THE BIDDERS	
1.	Only those firms are allowed to participate in the tender who are General Sales Tax (GST) registered and have National Tax Number (NTN). A certificate may be attached to verify that your firm is an active taxpayer.
2.	Bidder(s) must have sound financial position details of bank statement/turnover for the last three years. The bidder shall have sufficient experience, good reputation.
3.	Bidder(s) must attach Bank Draft/Pay Order / Call Deposit @ 2% of bid amount in favour of PTDC which will be refundable in case of non-acceptance of tender. Bid(s) found without this will not be considered and turned down. Cheques shall not be accepted. The Bid Security should be valid for a period not less than 6 months and must be enclosed in financial bid.
4.	Firm(s) must certify that it has not been blacklisted by any Government organization.
5.	All bids should be submitted in tape or ring binding. Bids with loose papers shall be rejected. All documents should contain an index and proper page numbers attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person.
6.	Only those Bid(s) will be considered which would be submitted on PTDC tender documents and completed in all respects.
7.	The offered prices of services should be quoted in Pak Rupees and must be inclusive of all Government Taxes. Prices shall remain valid for the entire bid validity period. Taxes will be deducted at the time of payment according to the Tax Laws/ Regulations of the Government.
8.	<p>Bid Opening Procedure: - <u>Single Stage-Two Envelop</u> (36(b) PPRA Rule, 2004)- Procedure will be adopted to evaluate the offer. Complete bid containing Technical and Financial proposal along with Bid Security, all required information and documentary evidence must be submitted before closing date as mentioned advertisement.</p> <p>The bid shall comprise a single package containing two separate envelopes each envelop should contain separately the “Technical Proposal” and “Financial Proposal”</p> <p>Two separate envelopes shall be marked as “Technical Proposal” and “Financial Proposal” in bold and legible letters.</p>

	Initially “ Technical Proposal ” will be opened to evaluate the offer(s) with the specification(s) and required criteria mentioned in the tender document. The technical proposal of eligible organizations will be evaluated against the requirements specified in the “ Annexure – C ”.
	“ Financial Proposal ” will be opened only of those firms whose offer(s) would be found as per specifications and laid down criteria and obtained the minimum threshold of technical evaluation.
	The bid shall remain valid for the period of 120 days from the date of bid opening.
9.	Successful bidders should make sure for in time completion of the assignments/ services according to the approved quality/ standards/ specifications of the tender period as mentioned in the tender documents/ notice.
10.	The detailed scope of services/ assignments to be completed by the bidder company is given in the enclosed contract agreement/ terms and conditions.
11.	Submission of any false statement/Documents or concealing of information will disqualify the bidder.
12.	The scope of work can vary as per the requirement / budget allocation of the PTDC. PTDC may hire agency for any/multiple/all components.
13.	The delivery of services shall be completed within agreed time period from the date of issuance of work order or as desired.
14.	In case any of the terms and conditions of the agreement is violated, the responsibility for any loss or damage will be borne by the supplier.
15.	The employer will open the tenders including submission made in the presence of the tenderers or their representatives who choose to attend on date, time and venue mentioned in tender notice.
16.	The complete tender shall be without alterations, interactions or erasures, except those to accord with instructions issued by the employer, or a necessary to correct errors made by the tenderer, in which case such correction shall be initiated by the person or persons signing the contract.

17.	Successful bidder/ Party shall deposit an interest free amount equivalent to 2% of the total bid price as Bid Security deposit. The bid security of successful bidder submitted in response to tender shall be converted into Performance Security Deposit. This will remain with PTDC till 1 months after the expiry of the contract and will be released on satisfactory performance of the contract and shall be subject to deduction of any amount outstanding against the Party.
18.	Bids not accompanied by bid security or with less amount of bid security will not be entertained.
19.	If the firm fails to complete any or all the assignments in time as per quality/specifications and required standards given in the enclosed contract agreement, security deposit will be forfeited and supply order of specific services will be issued to next lowest bidder. Action for blacklisting of the firm will also be initiated.
20.	In case applicable taxes have neither been included in the quoted price nor mentioned whether quoted amount is inclusive or exclusive of such taxes, then quoted amount will be considered inclusive of all taxes and selected service provider will have to provide the required service, if selected and declared as lowest evaluated bid. In case selected bidder is not willing to supply on quoted amount then bid security submitted with the bid will be forfeited in favor of the PTDC.
21.	If the bid is withdrawn before the expiry of its validity or the supply/services are not made/provided within due date, the bid security will be forfeited in favor of the PTDC, Islamabad
22.	No advance payment will be made for any kind of invoice. Payment will be made in milestones which will be decided at the time of sign agreement with successful bidder.
23.	A contract agreement shall be executed with successful bidder for provision of services/ completion of assignment.
24.	Tenders will be opened at PTDC Head Office, Kohsar Block (Ground Floor), Pak-Secretariat-Islamabad.

Cover Letter for the Submission of Technical Proposal

A cover letter as specified in **annexure D** shall be submitted with the proposal.

Note: Please provide the required information/Response to all Annexure mentioned in this document and mark them while submitting the bid.

Every page of the bid proposal must be stamp and signed by the bidder.

(SIGNATURE & SEAL OF BIDDER)

ANNEXURES**Annex – A (Firm/Company Information)**

Firm / Company / Agency Information		
Sr.	Required Information	Response
1	Legal Name of the Firm/Company	
2	Year of Registration / Establishment of the Organization/Firm/Company etc.	
3	National Tax Number	
4	General / Sales Tax Number	
5	Name and designation of 'Head of Firm/Company	
Mobile:		
Phone/s:		
Email:		
Fax:		
Address of Firm/Company		
Website / Social media links:		
6	Name and designation of 'Contact Person)/Representative	
Phone/s:		
Mobile:		
Email:		
Fax:		

(SIGNATURE & SEAL OF BIDDER)

-Annex – B (Eligibility Response Check List)

Eligibility Check List				
Sr.	Eligibility Criteria Details	Evidence/Proof Required	Attached Supporting Documents/Proof and mark Yes/No	
			Yes	No
1	Evidence of bidding firms/company's Registration / Incorporation	Evidence of certificate of incorporation is required	<input type="checkbox"/>	<input type="checkbox"/>
2	Provide National Tax Number (NTN) and General / Provincial Sales Tax , (if applicable) in the name of Firm/Company and provide a copy of registration	Registration Copy required	<input type="checkbox"/>	<input type="checkbox"/>
3	Active Tax payer copy of last year tax return is required.	(2019-20 tax returns copy required)	<input type="checkbox"/>	<input type="checkbox"/>
4	Pay Order/ Bank Draft of 2% Bid Security attached with the Financial Proposal in separate sealed envelope.		<input type="checkbox"/>	<input type="checkbox"/>
5	Affidavit on stamp paper: <ol style="list-style-type: none"> I. Declaring that company is not blacklisted by any Government agency/authority. (Original required) II. We solemnly declare that our organization or any member of consortium has never been suspended/debarred or blacklisted 			

(SIGNATURE & SEAL OF BIDDER)

Annex – C (Technical Evaluation Criteria)

Sr.	Description	Total Points	Remarks
1	<p>Proposed strategy / Work plan</p> <p>Proposed strategy/campaign plan for PTDC social media platforms (Facebook, Instagram, LinkedIn, and YouTube)</p>	20	Hardcopy submission of strategy/campaign plan (attach with tender document)
2	<p>Human resource capacity</p> <p>Technical and managerial staff having relevant professional qualifications & minimum experience of three years</p> <ul style="list-style-type: none"> • Project Manager: 05 marks • Content Developer/Writer: 04 marks • Graphic Designer: 04 marks • Photographer / videographer having professional cameras / drone cameras: 04 marks • Video Animator /editor: 03 marks 	20	Agency will provide a list of employees with type of professional qualification and no. of years of experience in relevant field along with CVs.
3	<p>Experience in Social media management of major clients</p> <ul style="list-style-type: none"> • More than 7-year experience: 20 marks • More than 5 and up to 7-year experience: 15 marks • Up to 5-year experience: 10 marks 	20	Experience certificate mentioning the number of years will be provided by the agency along with major clients. Only solid & verifiable experience will be considered.
4	<p>Digital audience of major clients</p> <ul style="list-style-type: none"> • 5 or more clients, each with more than 1 million followers: 20 marks • 5 or more clients, each with more than 500,000 followers: 15 marks • 5 or more clients, each with more than 100,000 followers: 10 marks 	20	Agency will provide a list of major clients with their social media platforms links, current audience and solid / verifiable proof that the company managed their pages

5	Financial capacity a) Overall annual turnover last 3 years (10 marks) <ul style="list-style-type: none"> • 05 million or more: 10 marks • 03 million – 4.99 million: 07 marks • 02 million – 2.99 million: 05 marks b) Availability of capital sufficient (10 marks) <ul style="list-style-type: none"> • 3 million or more: 10 marks • 2 million – 2.99 million: 07 marks • 1 million – 1.99 million: 05 marks 	20	Agency will submit the hard copies of income tax returns of last 3 years and bank statement of last 6 months year.
	Total Points	100	

Minimum passing marks for technical qualification are 70. Please mark/ flag the supporting documents shared for technical qualification scoring.

(SIGNATURE & SEAL OF BIDDER)

Please provide the information in following format for technical qualification scoring

Human resource capacity

Sr.	Name	Designation	Experience	CV Attached (Yes/No)
1		Project Manager		
2		Content Developer/Writer		
3		Graphic Designer		
4		Photographer /videographer		
5		Video Animator		

Experience in Social media management

Sr.	Client Name	Client Social Media profile links	Managing client social media profiles since	Work Order / Contract Agreement Attached (Yes/No)
1				
2				
3				
4				
5				

Digital audience of major clients

Sr.	Client Name	Client Social Media profile links	Digital audience	Work Order / Contract Agreement Attached (Yes/No)
1				
2				
3				
4				
5				
6				
7				

Financial capacity

Sr.	Overall annual turnover (Rupees)	Year	Income tax returns Attached (Yes/No)
1		2020	
2		2019	
3		2018	
Total			

Sr.	Current Bank Balance of Company	Bank Statement of Last 6 Months Attached (Yes/No)
1		

Annex – D (Cover Letter for the Submission of Technical and Financial Proposal)

(Declaration on company letterhead)

I, _____ hereby declare that:

- all the information provided in the technical proposal is correct in all manners and respects;

- and I am duly authorized by the Management to submit this proposal on behalf of "[Name of the Firm /Company]"

Name: -

Designation: -

Signatures: -

Date and

Place:

(SIGNATURE & SEAL OF BIDDER)

SCOPE OF WORK / DELIVERABLES

S#	Name of Items	Details
1.	Managing and monitoring social media platforms	Facebook, Instagram, YouTube, LinkedIn
2.	Adding unique/creative/attractive content	Facebook (minimum 150 posts) Instagram (minimum 150 posts) LinkedIn (minimum 50 posts) YouTube (minimum 10 videos)
3.	New followers community building	Facebook (minimum 60,000 likes) Instagram (minimum 20,000 followers) YouTube (minimum 10,000 subscribers) LinkedIn (minimum 1000 followers)
4.	Enhancing Reach of page/profile/channel (organic as well as paid through boosting and targeted ads etc.)	Facebook (minimum 2,000,000 impressions) Instagram (minimum 1,000,000 impressions) YouTube (minimum 1,000,000 impressions) LinkedIn (minimum 50,000 impressions)
5.	Minimum paid promotion on PTDC social media platforms (Facebook, Instagram, LinkedIn, & YouTube)	Minimum 60 paid campaigns each with atleast \$100 budget
6.	Responding to social media platforms	Maximum response time 36 hours for inbox messages / comments
7.	Creating a media bank of high-resolution photos & videos (including third-party photos / stock images with copyrights)	Minimum 200 photos & 10 videos, at the end of assignment the photos & videos will be handed with all copy rights to PTDC

CONDITIONS/MODALITIES

1. Agency will be primarily responsible for management, development and dissemination/implementation of content on all the social media platforms.
2. Social media marketing to promote Pakistan's tourism through creative content. The content shared/uploaded must be relevant to tourism industry including categories of Scenic Beauty, Mosques & Shrines, Crafts, Culture, Adventure Sports, Religious Harmony, Cuisine, Wildlife, Music, Heritage , Archeological Sites and Tourism related news/events categories. Prior approval will be required for other miscellaneous posts.
3. No irrelevant posts including advertising of private entities, external links etc.
4. The selection of posts/campaigns including tourism Brand launch for paid promotion will be completed in consultation with PTDC.
5. No advance payment will be made for any kind of invoice. Payment will be made in milestones which will be decided at the time of signing of agreement with successful bidder.
6. The contract shall be deemed for 2 months/agreed period effective from the date of issuance of Work Order.
7. Monthly reporting of data analytics of each of the social media platforms to note trends, popular content and performance in general.
8. Any other supplementary and relevant task assigned to the Agency by PTDC Management on mutually agreed terms.
9. In case of any dispute between vendor and PTDC, the matter shall be resolved in light of prevalent laws of Government of Pakistan.

FINANCIAL PROPOSAL FOR DIGITAL MEDIA PLATFORMS MANAGEMENT

NAME OF FIRM:

S#	Name of Items	Details	Price (PKR)	GST
1.	Managing and monitoring social media platforms	Facebook, Instagram, YouTube, LinkedIn		
2.	Adding unique/creative/attractive content	Facebook (minimum 150 posts) Instagram (minimum 150 posts) LinkedIn (minimum 50 posts) YouTube (minimum 10 videos)		
3.	New followers community building	Facebook (minimum 60,000 likes) Instagram (minimum 20,000 followers) YouTube (minimum 10,000 subscribers) LinkedIn (minimum 1000 followers)		
4.	Enhancing Reach of page/profile/channel (organic as well as paid through boosting and targeted ads etc.)	Facebook (minimum 2,000,000 impressions) Instagram (minimum 1,000,000 impressions) YouTube (minimum 1,000,000 impressions) LinkedIn (minimum 50,000 impressions)		
5.	Minimum paid promotion on PTDC social media platforms (Facebook, Instagram, LinkedIn, & YouTube)	Minimum 60 paid campaigns each with atleast \$100 budget		
6.	Responding to social media platforms	Maximum response time 36 hours for inbox messages / comments		
7.	Creating a media bank of high-resolution photos & videos (including third-party photos / stock images with copyrights)	Minimum 200 photos & 10 videos, at the end of assignment the photos & videos will be handed with all copy rights to PTDC		
Total				
Grand Total				

The evaluation shall be on accumulative cost basis so the bidders are advised to quote for all the items/services.

(SIGNATURE & SEAL OF BIDDER)

SAMPLE OF CONTRACT AGREEMENT

This Contract Agreement (hereinafter called the “Agreement” made on the ___day of _____2021 between **Pakistan Tourism Development Corporation (PTDC), Kohsar Block, Pak Secretariat, Islamabad** hereinafter referred to as the procuring agency or PTDC and **[name of the Party/agency & address]** hereinafter referred to as the Supplier or vendor.

NOW this agreement witnesses as follows:

In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract. The terms and conditions of the agreement are as under: -

1. RESPONSIBILITIES OF THE AGENCY

1.1. Manage, monitor and moderate PTDC’s social media platforms (Facebook, Instagram, YouTube & LinkedIn) to promote Pakistan’s tourism, and to further uplift the image of Pakistan through community-building on social media.

1.2. Social media strategy will developed by agency and mutually agreed for the period specified in “Duration of Agreement”.

1.3. Social media marketing to promote Pakistan’s tourism through creative content. The content shared/uploaded must be relevant to tourism industry including following categories: (Prior approval will be required for other misc. posts)

- i. Scenic Beauty
- ii. Mosques & Shrines
- iii. Crafts
- iv. Culture
- v. Adventure Sports
- vi. Religious Harmony
- vii. Cuisine
- viii. Wildlife
- ix. Music
- x. Heritage
- xi. Archeological Sites
- xii. Tourism related news/events

1.4. No irrelevant posts including advertising of private entities, external links.

1.5. Developing innovative and creative marketing campaigns (as and when required) to increase engagement, and executing them with, but not limited to, media buying, boosting and placement.

1.6. Agency will be primarily responsible for management, development and dissemination/implementation of content on all the social media platforms.

1.7. Agency will only use the trademarks/logo(s) provided by the PTDC in all social media posts/appearances.

1.8. The selection of posts/campaigns including tourism Brand launch for paid promotion will be completed in consultation with PTDC.

1.9. Any other supplementary and relevant task assigned to the Agency by PTDC Management on mutually agreed terms.

1.10. Monthly reporting of data analytics of each of the social media platforms to note trends, popular content and performance in general.

2. DURATION OF AGREEMENT

2.1. The contract shall be deemed for 2 months effective from the date of issuance of Work Order.

- 2.2. After the completion of every month, a performance review shall be conducted by both the PTDC and agency.
- 2.3. The duration of the agreement, as defined in clause 2.1 above, may be extended if agreed by both Parties on terms and conditions mutually agreed.

3. **CONFIDENTIALITY**

- 3.1. Agency will respect the confidentiality of material availed from the PTDC and commits ethical business practices.
- 3.2. Any material and information relating to the PTDC shared by the PTDC with agency shall be kept strictly confidential and shall not be shared with any third party at any time without the explicit, written consent of the PTDC.
- 3.3. Agency will be fully responsible in case of any destruction to page, loss of integrity and reputation of the PTDC.

4 **SCOPE OF WORK**

The agency shall undertake the following assignments/ deliverables consequent to this arrangement;

S#	Name of Items	Details
1.	Managing and monitoring social media platforms	Facebook, Instagram, YouTube, LinkedIn
2.	Adding unique/creative/attractive content	Facebook (minimum 150 posts) Instagram (minimum 150 posts) LinkedIn (minimum 50 posts) YouTube (minimum 10 videos)
3.	New followers community building	Facebook (minimum 60,000 likes) Instagram (minimum 20,000 followers) YouTube (minimum 10,000 subscribers) LinkedIn (minimum 1000 followers)
4.	Enhancing Reach of page/profile/channel (organic as well as paid through boosting and targeted ads etc.)	Facebook (minimum 2,000,000 impressions) Instagram (minimum 1,000,000 impressions) YouTube (minimum 1,000,000 impressions) LinkedIn (minimum 50,000 impressions)
5.	Minimum paid promotion on PTDC social media platforms (Facebook, Instagram, LinkedIn, & YouTube)	Minimum 60 paid campaigns each with atleast \$100 budget

6.	Responding to social media platforms	Maximum response time 36 hours for inbox messages / comments
7.	Creating a media bank of high-resolution photos & videos (including third-party photos / stock images with copyrights)	Minimum 200 photos & 10 videos, at the end of assignment the photos & videos will be handed with all copy rights to PTDC

5 PAYMENT AND MILESTONES

Payments in respect of supply of services shall be made on completion of milestone and submission of verified invoice including all applicable taxes by the agency. The payment will be made on following completion of milestones

Sr.	Milestones	Description	Payment
1	First milestone	<ol style="list-style-type: none"> 1. Managing and monitoring social media platforms: Facebook, Instagram, YouTube and LinkedIn 2. Adding unique/creative/attractive content <ol style="list-style-type: none"> a. Facebook (minimum 50 posts) b. Instagram (minimum 50 posts) c. LinkedIn (minimum 25 posts) d. YouTube (minimum 05 videos) 3. New followers community building <ol style="list-style-type: none"> a. Facebook (minimum 30,000 likes) b. Instagram (minimum 10,000 followers) c. YouTube (minimum 5,000 subscribers) d. LinkedIn (minimum 500 followers) 4. Enhancing Reach of page/profile/channel <ol style="list-style-type: none"> a. Facebook (minimum 1,000,000 impressions) b. Instagram (minimum 500,000 impressions) c. YouTube (minimum 500,000 impressions) d. LinkedIn (minimum 25,000 impressions) 5. Minimum 25 paid promotions (each with atleast \$100 budget) on PTDC social media platforms (Facebook, Instagram, LinkedIn, & YouTube) 6. Maintaining maximum response time 36 hours for inbox messages / comments 	40%

2	Second milestone	<ol style="list-style-type: none"> 1. Managing and monitoring social media platforms: Facebook, Instagram, YouTube and LinkedIn 2. Adding unique/creative/attractive content <ol style="list-style-type: none"> a. Facebook (minimum 100 posts) b. Instagram (minimum 100 posts) c. LinkedIn (minimum 25 posts) d. YouTube (minimum 5 videos) 3. New followers community building <ol style="list-style-type: none"> a. Facebook (minimum 30,000 likes) b. Instagram (minimum 10,000 followers) c. YouTube (minimum 5,000 subscribers) d. LinkedIn (minimum 500 followers) 4. Enhancing Reach of page/profile/channel <ol style="list-style-type: none"> a. Facebook (minimum 1,000,000 impressions) b. Instagram (minimum 500,000 impressions) c. YouTube (minimum 500,000 impressions) d. LinkedIn (minimum 25,000 impressions) 7. Minimum 35 paid promotions (each with at least \$100 budget) on PTDC social media platforms (Facebook, Instagram, LinkedIn, & YouTube) 5. Maintaining maximum response time 36 hours for inbox messages / comments 6. Creating a media bank of 200 high-resolution photos + 10 videos (including third-party photos / stock images / videos with copyrights) 	60%
---	------------------	---	-----

6 **SECURITY DEPOSIT**

Successful bidder/ Party shall deposit an interest free amount equivalent to 2% of the total contract value as Security Deposit. The Bid Price / Earnest Money submitted in response to tender can be converted into Security Deposit. This will remain with PTDC, till 1 month after the expiry of the contract and will be released under governing SOP's of PTDC after deduction of any amount outstanding against the Party.

7 **FORCE MAJEURE:** The supplier/ vendor will give immediate notice in writing to the PTDC of any situation arising from force majeure which makes it impracticable to carry

out any of the agreed tasks. If the force majeure conditions continued beyond 15 days the **PTDC** may terminate this agreement on 15 days' notice.

- 8 **LIQUIDATED DAMAGES:** If the supplier fails to deliver/complete the agreed tasks within the specified time period, a penalty, without prejudice to other remedies under the contract, liquidated damages @ 2% per week and maximum up to 20% of the total value of the contract, shall be charged.
- 9 **Dispute Resolution:** In case of any dispute between vendor and PTDC, the matter shall be resolved in light of prevalent laws of Government of Pakistan.
- 10 **TERMINATION:** Either party may terminate this agreement by serving 1 month notice.

IN WITNESS WHEREOF the parties here to have caused this Agreement to executed on the day and the year first before written in accordance with the Laws of Pakistan.

Signature of the Supplier/Vendor

Signature of Purchaser/Employer

Name: - _____
 CNIC:- _____
 M/s _____

**Manager(P&P)/PD
PTDC**

Witness No. 1

Witness No. 2

Signature:- _____
 Name:- _____
 CNIC:- _____

Signature:- _____
 Name:- _____
 CNIC:- _____