

# REQUEST FOR PROPOSAL

National Bank of Pakistan (NBP) intends to hire **Gantry panels available at I.I Chundrigar Road, Karachi** on rental basis for a period of 1 year for Publicity.

Well reputed and financially sound outdoor companies / agencies holding minimum experience of 02 years in relevant field and having valid legal rights of gantries panels available at I.I Chundrigar Road, Karachi may apply and collect the Request for Proposal (RFP) against the Payment Order / CDR of worth Rs. 5,000/- in favor of National Bank of Pakistan. Please submit the documents containing the following information along with RFP:

1. Name & address of the company and their principal
2. Status of firm (whether sole proprietor, partnership or a limited company) duly certified by the registrar
3. Letter of concerned Govt. Department / Concerned Authorities regarding legal rights for the gantries panels available at I.I Chundrigar Road, Karachi
4. Proof of permanent employment of staff for the last two years
5. List of gantry machinery and other machinery owned by the contractor / firm
6. List of works of similar nature executed during the last 02 years and the list of work in hand along with the following information (with documentary evidence)
7. Bank's certificates showing Credit worthiness of the firm
8. Copy of the valid registration Certificates with Govt. Tax departments
9. Clearance certificates from Income Tax department
10. An affidavit certificate that the firm has never been black-listed by any government or autonomous body
11. Details of litigation, if any, in which the firm has been involved during the work

All the information supplied shall be verified, duly supported by copies of relevant documents, letters, certificates, etc. Information supplied without relevant supporting documents shall not be considered for evaluation purposes.

The date of submitting the applications, along with the required documents / details as per RFP and Payment Order / CDR must reach **Divisional Head, Corporate Communication Division-NBP, 6th floor, Jubilee Insurance Building I.I Chundrigarh Road, Karachi, Pakistan (Phone# 021-99220773)** by not later than 11:00 am, **November 26, 2013**. The documents submitted as per RFP by interested firms or contractors will be opened at 11:30 am on the same day at the above mentioned address.