



Securities and Exchange Commission of Pakistan  
63-NIC Building, Blue Area, Islamabad  
(Administration Department)

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**Subject: Request for Quotations for Printing of Booklets**

The Commission intends printing of four booklets as per specifications given below:

S. No.	Specifications	Qty.
1	<b><u>Booklets</u></b> 1. Companies (Incorporation) Regulations 2017- English version <b>(No. of inner pages 40 approx.)</b> 2. Intermediaries (Registration) Regulations 2017 – English version <b>(No. of inner pages 38 approx.)</b> 3. Companies (Incorporation) Regulations 2017- Urdu version <b>(No. of inner pages 28 approx.)</b> 4. Intermediaries (Registration) Regulations 2017 – Urdu version <b>(No. of inner pages 24 approx.)</b>	1,000 Each Booklet.
	<b>Size : 8” X 6”</b>	
	<b>Title:</b> Title on 310g Art Card (4 color printing with matt lamination)	
	<b>Internal Pages:</b> Paper weight = 115 gram Art paper (4 color printing)	
	<b>Binding Style =</b> Center Pin Binding	

**Terms & Conditions**

- SECP will provide the “Source Files” of booklets however; the vendor will have to do formatting of text and submit booklets for approval.
- **Price** must be inclusive of all taxes applicable by Govt. of Pakistan.
- Rate per page in addition to already specify total internal pages may be mentioned. If not specified, same will be calculated on pro rata basis and selected bidder will have to deliver)

S. No.	Rate Description	Rate
a)	Rate per Booklet inclusive of all applicable taxes	?
b)	Rate per page (in case no. of <b>increase</b> in internal pages than specified above)	?
c)	Rate per page (in case no. of <b>decrease</b> in internal pages than specified above)	?

- **Delivery** time within 07 days after approval of proof reading and finalization of printing material.
- **Quotation Validity** should be 30 days from quoted date.
- **Quotation submission:** on or before due date at SECP website.
- **Quantity** given above may increase/decrease or change.

**If you are interested, please submit sealed quotation for the above item to the undersigned at below mentioned address:**

**SECP, 63-NICL Building, Jinnah Avenue, Blue Area, Islamabad.**

With best regards.

Asim Ayaz  
Management Executive (Admin)