**TERMS OF REFERENCE**

**PRINTING SERVICES**

1. **BANK OF PAPUA NEW GUINEA**

Bank of Papua New Guinea seeks the service of professional service providers to provide quality printing services

1. **PURPOSE**

To provide printing services as and when required.

1. **SCOPE OF WORK**
   1. The successful service provider will provide all printing services and/or outsource the task to other supplier to perform the services on behalf of BPNG.
   2. All printing should be of the highest calibre and meet BPNG’s requirement of best value for money.
   3. Prompt delivery of services at all times
2. **PREQUALIFICATION REQUIREMENT**

Bidders are required to provide the following:

* Documented Expression of Interest
* IPA Certification Statements.
* Capability statement/ Company Profile
* Demonstrate manpower Capacity and expertise
* Reference Statements
* Documents indicating professional services rate

1. **SUBMISSION OF BIDS**

All Bids are required to be submitted to the Security Front Desk of the To Robert Haus, located along the corner of Douglas and Cuthbertson Street N.C.D no later than 1600 hours 14th December 2016

All Bids must be addressed to:

**The Chairman**

Tender Committee

Bank of Papua New Guinea

P.O Box 121, PORT MORESBY