



Terms of Reference (ToRs) for Competition Material (Students)

Background and Context

The Pak Alliance for Maths and Science (PAMS) is a non-profit with a mandate to inform and advocate for a learning environment which keeps the interest of Pakistani students at the heart of policy and practice reform. PAMS has conducted research, piloted innovations, provides technical support to government entities, and advocates for education reform. The organization has head office in Islamabad, with Policy Units based in Karachi, Lahore, and Peshawar.

PAMS is facilitating a provincial-level STEAM Competition for government schools in Punjab and Khyber Pakhtunkhwa. As part of this initiative, PAMS intends to procure educational prizes for student groups who have qualified and/or won at the provincial level. These prizes are intended to reinforce learning motivation, curiosity, and engagement with STEAM concepts beyond the competition.

Scope of Work

The contracted vendor will be responsible for the procurement and packaging of student prizes, including but not limited to the following:

Category	Item	Quantity
Telescope	F400 D70mm Telescope F300 D70mm Telescope F360 D50mm Telescope F700 D60mm Telescope	~65 for Punjab and ~115 for KP
Microscope	XSP L101	~20 for Punjab and ~20 for KP

Note: The quantities mentioned above are tentative and reflect the expected minimum number. The actual required quantities will be finalised at the time of contract finalisation once the student submissions against all categories are received.

Key responsibilities

The contracted vendor shall be responsible for delivering the following:

- Source and supply the specified educational products in accordance with the stated specifications
- Ensure all items are new, unused, and of original manufacture
- Share product samples for review and approval by PAMS. Procure items only after formal written approval of sample quality by PAMS focal person
- Ensure timely delivery of all approved items within the agreed timeline
- Quote a separate packing cost for student prizes, including:
 - Individual boxing
 - Gift wrapping
 - Proper tagging/labeling for winners



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Note: PAMS will confirm at the time of contract award whether the packing requirement will be applicable.

Deliverables and Timeline

Deliverables

The contracted vendor shall be responsible for delivering the following:

- Submission of product samples for quality review and approval by PAMS
- Procurement of approved quantities of student prizes following sample approval
- Delivery of all procured items in good condition and as per agreed specifications
- Quotation for optional packing services (box, wrap, and tagging), if required
- Compliance with all agreed timelines and procurement conditions

Review and Management

- PAMS will designate a focal person to coordinate with the vendor
- The vendor shall share regular updates on procurement status once the contract is awarded
- Any issues affecting timelines, availability, or quality must be communicated to PAMS immediately
- PAMS reserves the right to reject any item that does not meet approved sample quality or specifications.

Timeline:

- Date of issue of revised ToRs: 9th March 2026
- Application Deadline: 14th March 2026
- Event KP tentatively scheduled for: 26th March 2026



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Proposal requirements

Applicants must submit a formal proposal (in PDF format) that clearly includes:

- Full legal name and contact details of the firm/vendor
- Item-wise quotation (inclusive of all applicable taxes)
- Separate quotation for optional packing services
- Confirmation of ability to deliver within the specified timeline
- The firm must provide an 'active taxpayer' certificate from FBR
- Evidence of relevant past experience in educational product supply or similar procurement
- The vendor must submit a declaration that neither the firm nor the individual has ever been blacklisted or defaulted by any government department, agency, or organization
- The vendor must submit an undertaking that all the information provided in the proposal is true and correct. If any false or misleading information is found at any stage, during evaluation or after contract award, the proposal may be rejected, the contract may be terminated, or the firm may be blacklisted

Application process

Please adhere to the following guidelines:

- Applications should be sent via email to info@mathsandscience.pk no later than 5 PM (Pakistan Standard Time), 14th March 2026
- Saturdays will be considered a working day.
- Emails should be titled: Competition Material
- Any application received after this date/time will not be accepted.
- Applications must adhere to the proposal requirements
- Incomplete or late submissions will not be considered

NOTE: All charges quoted will be considered inclusive of all applicable taxes. Proposals must be sent only to the designated email (info@mathsandscience.pk). Please do not copy or directly email applications to PAMS staff. Only short-listed firms will be contacted.