



HIGH COURT OF SINDH, KARACHI

Request for Quotation (RFQ) — Fiscal Year 2026-27

RFQ No.	SHC/BUD/RFQ/2026-27/02
Description / Quotation Required	Binding of law journals including but not limited to: PLD, MLD, CLC, SCMR, PTD, CLD, PCrLJ, PLC, YLR, Taxation, PTCL (2024-2025) and SBLR (2023-2025).
Date of Uploading of Quotation	Tuesday, August 04, 2026
Last Date of Submission of Quotation	Monday, August 10, 2026
For Additional Information, Contact	I/c Director Library — Phone: 021-99203151-9, Ext. 211
Completion Period	Within Two (02) Weeks from the issuance of Work Order

1 INTRODUCTION

The High Court of Sindh, Karachi invites sealed quotations from experienced and reputable firms/individuals for the binding of approximately 2,100 volumes of law journals available in the Library of this Court, in accordance with the SPPRA Rules.

2 SCOPE OF WORK

Binding of law journals including: PLD, MLD, CLC, SCMR, PTD, CLD, PCrLJ, PLC, YLR, Taxation, PTCL (2024-2025) and SBLR (2023-2025).

3 TECHNICAL SPECIFICATIONS

3.1 Size

- Height: 9 – 9.5 inches
- Width: 6.5 – 7 inches

3.2 Cover Material

High-quality hardboard with durable binding cloth or equivalent, suitable for heavy library use and long-term preservation.

3.3 Colour of Cover

Distinct colors such as Yellow, Red, Green, Blue, Black, Dark-Brown, and Light-Brown for easy identification.

3.4 Spine Lettering

Golden lettering indicating:

- Name of Law Report
- Year
- Volume / Part Number
- Name of Court (where applicable)
- “SINDH HIGH COURT” at the bottom

3.5 Sewing Method

Section-sewn (Smyth-sewn or equivalent) binding for durability.

3.6 Separate Binding

Volumes shall be bound separately for different courts including: Sindh High Court, Lahore High Court, Peshawar High Court, Balochistan High Court, Islamabad High Court, Supreme Court of Pakistan, and Tribunals.

4 GENERAL CONDITIONS

- The work shall be assigned only to experienced and technically competent binders having prior experience in binding law journals and legal reports.
- Original pagination, text, and margins shall not be disturbed.
- The binder shall ensure safe custody and proper handling of books throughout the process.
- Collection (pickup) and delivery shall be arranged by the bidder at their own cost.
- A reasonable timeline must be provided and strictly adhered to.
- Completed volumes shall be examined and verified by Library staff.
- A sample binding must be submitted for approval before execution of bulk work.

5 ELIGIBILITY CRITERIA

- Relevant experience in binding law journals / books.
- Documentary proof of previous work (work orders / completion certificates).
- Valid NTN and applicable registration.
- Technical capability and resources.

6 SUBMISSION OF QUOTATIONS

Quotations must be submitted in sealed envelopes clearly marked: “RFQ - Binding of Law Journals”

Last Date for Submission: Monday, August 10, 2026

Date & Time of Opening: Monday, August 10, 2026 at 11:00 AM

Place: Budget Branch, High Court of Sindh, Karachi

7 BILL OF QUANTITIES (BOQ)

SR.	DESCRIPTION OF WORK	UNIT	ESTIMATED QUANTITY	RATE PER VOLUME (PKR)	TOTAL AMOUNT (PKR)
1	Binding of Law Journals (PLD, MLD, CLC, SCMR, PTD, CLD, PCrLJ, PLC, YLR, Taxation, PTCL – 2024–2025 and SBLR – 2023–2025) as per specifications including hard cover, stitching, spine lettering, and finishing.	Per Volume	2,100		

Note: Rates must be inclusive of all taxes, materials, labor, embossing, stitching, transportation, and delivery.

Sd/-
Assistant Registrar (Budget)
High Court of Sindh, Karachi