



**BOARD OF INTERMEDIATE EDUCATION,  
BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,  
KARACHI-74700**

Phones:

99260211  
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**STANDARD BIDDING DOCUMENTS  
FOR  
NATIONAL COMPETITIVE BIDDING  
SINGLE STAGE – TWO ENVELOPE PROCEDURE  
TENDER FOR HIRING OF SECURITY SERVICES  
TECHNICAL PROPOSAL**

**IN RESPECT OF THE  
BIEK/AG/L&N/ 320 /2019**

**Volume-I**

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)



**BOARD OF INTERMEDIATE EDUCATION,**  
**BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,**  
**KARACHI-74700**

**INSTRUCTIONS TO BIDDERS & GENERAL**  
**CONDITIONS OF CONTRACT:**

The Instructions to Bidders (ITB) and General Conditions of Contract (GCC) applied in this Contract shall be the same as per Standard Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from SPPRA's website [www.pprasinhd.gov.pk](http://www.pprasinhd.gov.pk) or it may be provided from this Office if it may be demanded by the bidder. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

**BID DATA SHEET**

<b>INTRODUCTION</b>		
<b>ITB 1.1</b>	Name of Contract	Hiring of Security Services.
<b>ITB 4.1</b>	Name of Procuring Agency	<b>Board of Intermediate Education Karachi</b>
<b>ITB 6.1</b>	Procuring agency's address, telephone, telex, and facsimile numbers	Board of Intermediate Education, Bakhtiyari Youth Center North Nazimabad Tel: 99260211 99260212 99260213 Fax: 99260203 & 99260208
<b>ITB 8.1</b>	Language of the bid	English or Urdu

<b>BID PRICE AND CURRENCY</b>	
<b>ITB 11.2</b>	The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
<b>ITB 11.5</b>	During the entire period of bid validity, the price shall be fixed and the bidder will have to supply the required items as per specifications and quoted rates.



## **BOARD OF INTERMEDIATE EDUCATION,**

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KARACHI-74700**

### **PREPARATION AND SUBMISSION OF BIDS**

<b>ITB 13.3 (d)</b>	Qualification Requirements	<ul style="list-style-type: none"> <li>• 03 years experience in the relevant field (Client List)</li> <li>• Turn-over of at least last three years having a sum of minimum Rs. 3 Million for one year in last 03 years (Copies of financial statements / Audit Report be attached.</li> <li>• Minimum 3 contracts of Rs.2 Million in last 3 years of similar goods / jobs</li> <li>• Registration with Federal Board of Revenue (FBR), for Income Tax / SRB, GST and Sales Tax in case of procurement of goods.</li> <li>• An Affidavit on Stamp Paper that the firm has never been Blacklisted</li> </ul>
<b>ITB 15.1</b>	Amount of bid security (refundable)	3% (Three percent) of the bid price, which should be submitted in shape of Pay Order in the name of <b><u>Secretary, Board of Intermediate Education Karachi</u></b> and shall remain valid for a period of 28 days beyond the validity period for bid.
<b>ITB 16.1</b>	Bid Validity Period	90 days from the date of opening of Tender.
<b>ITB 18.2 (a)</b>	Address for bid submission	The office of the <i>Admin General Section</i> (Chairman's Secretariat), Ground Floor, Board of Intermediate Education, Karachi.
<b>ITB 18.2 (b)</b>	IFB title and number	Title: Hiring of Security Services <b>IFB No: BIE/AG/L&amp;N/320/2018</b> <b>Dated: 15-01-2019</b>
<b>ITB 19.1</b>	Deadline for bid submission	<b><u>Tuesday 12<sup>th</sup> February 2019 up to 2:30 p.m</u></b> Sealed bids duly filled-in, mentioning on top of the envelope "Hiring of Security Services."
<b>ITB 22.1</b>	Time, date, and place for bid opening	Bids duly stamped on each document must be submitted in the office of the <i>Admin General Section</i> (Chairman's Secretariat), Ground Floor, Board of Intermediate Education, Karachi, in a sealed cover on <b><u>12-02-2019</u></b> up to <b><u>2:30 P.M</u></b> and will be opened on the same day at <b><u>03:00 P.M</u></b> in the presence of bidders' representatives who wish to attend.
<b>ITB 25.4 (b)</b>	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.



**BOARD OF INTERMEDIATE EDUCATION,**  
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## **INSTRUCTIONS TO BIDDERS**

- a) Deputy Secretary Admin General , calls tenders for the for the Hiring of Security Services in accordance with Bill of Quantities, attached here to be submitted by or before 2:30.PM on 12-02-2019. Tenders cost will not be reimbursed for any cost of any kind whatsoever incurred in connection with preparations and submission of their tenders.
- b) The tender should be in the sealed envelope bearing name of the work / contractor / firm clearly marked and addressed to Secretary Board of Intermediated Education, Karachi.
- c) The tender may be delivered in person or sent by registered mail so as to reach on or before the date & time stated above. Any tender received after the stipulated time will not considered.
- d) Bids without earnest money will not be entertained. Earnest money of the awarding supplier may be returned after signing of the contract agreement.
- e) Detailed particulars of the work can be discussed with Procurement Wing (Admin General Section) Board of Intermediate Education Karachi on any Working day during the office hours.
- f) Tenders shall be made in the forms supplied therefore, with all items and blanks properly filled in. All data and figures and the signature of persons signing the tender shall be in ink.
- g) All unit prices filled in the schedule of quantities shall be firm. The unit prices against each item of work and estimate amount and all other data called for shall be given.
- h) All prices quoted shall be deemed to include all costs of performing the works, including labour, materials, income tax, duties, octroi charges, royalties permit; all applicable taxes etc. and no no claim whatsoever shall be accepted in case of escalation any or all prices entered in the rate of bid.
- i) The actual sum to be paid to the contractor whose tender is accepted shall be determined by measuring the work actually done or supplying / repairing the actual number of items in accordance with the work order and valuing it at the rates or prices by the contractor in the tender.
- j) "In case of a discrepancy between the unit price and amount entered for any item in the schedule of quantities, the unit price will be taken as correct and the amount will be adjusted accordingly when the tender is being examined".
- k) The tender must be signed on each and every page by a person (s) authorized to do so.



## **BOARD OF INTERMEDIATE EDUCATION,**

**BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,  
KARACHI-74700**

### **SECTION III. SPECIAL CONDITIONS OF CONTRACT**

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

#### **1. DEFINITIONS (GCC CLAUSE 1)**

1)	<b>GCC 1.1 (g)</b>	The Procuring agency is:	Board of Intermediate Education, Karachi.
2)	<b>GCC 1.1 (h)</b>	The Procuring agency's country is:	Islamic Republic of Pakistan.
3)	<b>GCC 1.1 (j)</b>	The Project Site is:	Same as GCC 1.1(g) mentioned above.

#### **2. COUNTRY OF ORIGIN (GCC CLAUSE 3)**

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

#### **3. PERFORMANCE SECURITY (GCC CLAUSE 7)**

1)	<b>GCC 7.1</b>	The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price which should be submitted in shape of Pay Order in the name of <i>Secretary</i> , Board of Intermediate Education Karachi.	
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#### **4. RESOLUTION OF DISPUTES (GCC CLAUSE 28)**

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

#### **5. GOVERNING LANGUAGE (GCC CLAUSE 29)**

1)	<b>GCC 29.1</b>	The Governing Language shall be:	English.
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#### **6. NOTICES (GCC CLAUSE 31)**

GCC 31.1 — Procuring agency's address for notice purposes:

Office of the Admin General Section, (Chairman's Secretariat), Ground Floor, Board of Intermediate Education, Karachi.

## **7. PENALTY**

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
  - i. rejection of the unsatisfactory Supplied material
  - ii. Blacklisting of the firm
  - iii. Liquidity Damages shall be applied as per SPPRA Rules.
  - iv. forfeiting of whole Security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material or complete the job in time or in the required criteria.

## **8. SUBJECT TO RELEVANT SPPRA RULES, THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:**

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation.
- (b) accept or reject all or any bid.
- (c) increase or decrease quantity without any notice at any time/stage subject to ITB Clause 29.

## **9. TERMS & CONDITIONS**

- 1) Under following conditions bid will be rejected:-
  - i. Conditional and telegraphic bids/tenders
  - ii. Bids not accompanied by Bid Security of required amount and form
  - iii. Bids received after specified date and time
  - iv. Bids of Blacklisted firms
- 2) Services are required in accordance with agreement from the date of letter of award.
- 3) Inspection: Nominated Inspection Committee will make inspection of Janitorial & Cleaning Services.
- 4) All prices will include all costs of performing the works including labour, material income tax, GST. Octori charges. Royalties & transportation etc. as mentioned in the agreement.
- 5) No subletting of all or any part of work will be allowed at any cost / reasons.

- 6) The supplier will discuss with Deputy Secretary Admin General before quoting the rates.
- 7) Services will be delivered at Board of Intermediate Education Karachi as awarded work.
- 8) The bidder with the “Lowest Evaluated Cost” but not necessarily the “Lowest Submitted Price” shall be awarded the Procurement Contract subject to compatibility/suitability of the item(s).
- 9) The bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the bidder.
- 10) The Contract Award may be assigned at any time during the period of bid validity.
- 11) The successful bidder will have to deposit **Performance Security @ 10%** of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
- 12) The amount of Performance Security is in addition to the amount of Bid Security which should be deposited by the successful bidder(s). Bid Security shall remain valid for a period of 28 days beyond the validity period for bids, whereas Performance Security shall be released ninety days beyond the date of completion of contract to cover defects liability period subject to final acceptance by the procuring agency.
- 13) Placement of Contract Award will be subject to payment of Performance Security.
- 14) The services should be provided strictly in accordance with the approved schedule.
- 15) SPPRA Rules-2010 (Amended 2017) shall strictly be followed.



**BOARD OF INTERMEDIATE EDUCATION,**  
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**KARACHI-74700**

## **SECTION-IV.**

# **SCHEDULE OF REQUIREMENTS**

### **SCHEDULE OF REQUIREMENTS:**

The Services will have to be rendered at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.



## CONTRACT AGREEMENT

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 2019 between **Board of Intermediate Education, Karachi** of the one part and M/s. \_\_\_\_\_ of the other part:

WHEREAS the procuring agency invited bids for certain goods and ancillary services, viz, and has accepted a bid by the supplier for the supply of those goods and services in the sum of Rs. \_\_\_\_\_ /=(Rupees \_\_\_\_\_) @ Rs. \_\_\_\_\_ /=  
**per month.**

### NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the conditions of contract referred to in the Advance Acceptance Issued vide letter No. \_\_\_\_\_, Dated \_\_\_\_\_ (Copy attached).

In consideration of the payments to be made by the Board of Intermediate Education, Karachi to the M/s. \_\_\_\_\_ as hereinafter mentioned in the Terms & Conditions which is already signed by the bidder, the bidder hereby covenants with the procuring agency to provide the goods and services and to remedy defects therein in conformity in all respect with the provisions of the Contract.

The procuring agency hereby covenants to pay the supplier within 15 days of execution of purchase order in consideration of the provision of the goods and services and the remedying of defects therein, the contract Price of such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

As bidder, I am completely satisfied & agreed with the award items and do not have any grievances.

### **Whereas;**

- a) The Board is desirous of acquiring professional security services (“Services”) for a safe and secure working environment at its Office.
- b) The Security Company is a reputable and well experienced concern in similar industry and has the requisite expertise and adequate manpower to provide the Services as required by the Board.
- c) The Security Company represents and warrants that it is duly licensed and authorized by the Government of Pakistan for carrying out the Services as required by the Board.

- d) The Security Company has agreed to provide, and the Board has agreed to engage the Security Company for, the Services in accordance with the terms and conditions set forth in this Agreement.

Now, therefore, upon the terms and subject to the conditions of this Agreement, it is hereby agreed by and between the Parties as under:

### **1. Duration**

This Agreement will become effective as of \_\_\_\_\_, and will remain in effect for a period of One (01) year extendable to three years with the mutual understanding of both parties (the "Term") from the date when this agreement became effective or until terminated.

Prior to the expiration of the Term, this Agreement may be extended or modified by written mutual agreement between the Parties. When used in this Agreement, the phrase " the Term" shall refer to the entire duration of the Agreement.

### **2. Services**

The Security Company shall provide to the Board, trained security guards civilian personnel who shall be able to perform security services in accordance with best industry practice and to the entire satisfaction of the Board:

Personal Attributes of Security Guard:

A. The Security Company shall make sure that the suitable guard:

- I. be trained, ex-servicemen, soldierly bearing, physically and also medically fit (Category A)
- II. have at least middle level school education and Supervisor must hold Secondary School Certificate (SSC).
- III. be aged between 28-50 years and supervisor must be between 40-55 years of age.

B. The Security Company should ensure that while deputing the security guards preference should be given to those guards trained for firefighting / Civil Defense.

### **3. Payments**

- a) Upon the satisfactory performance of Services under this Agreement, the Security Company shall be paid in accordance with Annexure-A or as per actual strength deployed by the Board.
- b) In case of any subsequent revision /increase in minimum wages or taxes / levy imposed by the Government, the rates may be considered for revision accordingly.
- c) The payment shall be made on monthly basis upon furnishing of an invoice by the Security Company.
- d) The payment shall be made by the Board within (15) days of the receipt of invoice from the Security Company.

- e) Any payment made to the Security Company under this Agreement shall be less any Government taxes which the Board is required under the law to deduct.

**4. Termination**

- (i) Either Party may terminate this Agreement if the other Party fails to remedy a breach of the terms and conditions of this Agreement within thirty (30) days of a written notice to do so.
- (ii) The Board may terminate this Agreement if the Security Company fails to provide the Services in accordance with this Agreement or to the entire satisfaction of the Board.
- (iii) The Security Company may terminate this Agreement if the Board fails to make payments in accordance with this Agreement.

IN WITNESS whereof the parties hereto have executed this Agreement on the day and year written above.

Signed, sealed, delivered \_\_\_\_\_ by \_\_\_\_\_ the  
(Deputy Secretary, Admin General)

Signed, sealed, delivered \_\_\_\_\_ by \_\_\_\_\_ the

## **DESCRIPTION OF WORKS**

- i. Security Guards shall be provided without gap for twenty four (24) hours per day and seven (07) days per week at the Board of Intermediate Education Karachi premises. For this purpose duty rosters of the supervisors / guards must be provided to the BIEK Care Taker.
- ii. The Security Company is responsible to provide security, manpower, Ex-Army Guards, Armed Guards, Un-Armed Guards and Supervisor as per following minimum requirement / standards:-

### **SECURITY SUPERVISOR ON RETIRED JCOs JUNIOR COMMISSION OFFICER OF ARMED FORCED TO BE EMPLOYED AS SUPERVISOR:-**

Age: Maximum 40-50 years  
Retirement: Normal  
Health: Sound Health

### **EX-ARMED GUARD**

Age: Maximum 45 years  
Education: Matric or Equivalent.  
Experience: Having experience of serving in field intelligence or Military Police or Army Force.  
Discipline: No major disciplinary entry in the record of service.  
Retirement: Normal  
Health: Sound Health

### **SECURITY GUARDS**

Age: Maximum 45 years.  
Education: Matric or Equivalent  
Discipline: No major disciplinary entry in the record of service.  
Retirement: Normal  
Health: Sound Health

- iii. Security Company shall provide the details of Guards along with its past experience, copy of CNIC, copy of Service Card and other required details / information, it notified, one week prior to placement of Guard to the place of posting.
- iv. Security Company will ensure that the Security Guard is active, healthy and free from any disease. Allowed age limit for placement of Security Guard having 20-50 years duly trained will be preferred.
- v. Security Company will ensure that the Security Guard is well trained. The guards must have atleast one year experience of any Security Company atleast fifteen bullets/cartridges shall be available with each arm guard.
- vi. Schedule for posting of Security Guards shall be prepared with Care Take and issued with the approval of the Secretary BIEK.

- vii. Guards shall be on the pay roll of Security Company, preferably on the permanent slot, otherwise, in case of contractual employment, minimum period should not less than six months.
- viii. During the hiring of Security Guards the offer / appointment letter may be issued and same would be sent to Care Taker BIEK for record.
- ix. Any change in placement of Security Guards shall be made with prior information and approval of the Care Taker BIE / concerned officer.
- x. Security Company shall ensure the availability of adequate reserve guards.
- xi. Security Company shall ensure placement of Guards, strictly in accordance with agreement, Terms and Conditions.
- xii. BIEK at its discretion can reduce / increase the number of guards, on agreed rate of payment and on the same terms & conditions, on the request of relevant Incharges in case of emergencies. However, the Incharge have to immediately inform the Care Taker and Secretary BIEK. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.
- xiii. The Contractor will provide physically fit and sound in health armed guard, properly uniform and ensure that each guard must have following documents:-
  - a. Attested photocopy of NADRA Computerized Card.
  - b. Original Service Card issued by the Security Company.
  - c. Photocopy of license / certificate of weapon held by the guard.
  - d. Copy of Certified discharge work issued by Ex-Armed Forces.Without uniform, Lethargic, inefficient, over and below age guards will not be accepted.
- xiv. Any taxes/duties already in place or levied by the Government, wage and /or salaries fluctuation in market rates of equipment, materials, etc. during the currency of this agreement shall be on the Security Company's account and no claims for such increase shall be entertained by the BIEK.
- xv. BIEK will not be liable to make any extra payment if the Security Company is to provide services in the event of any civil commotion, war, enemy action, hostilities, act of God or any other circumstances etc.
- xvi. The Security Company will keep the BIEK free of any liability for the clause of compensation, if any to any employee of the Security Company in case of their injury, death etc.
- xvii. Any claims of injuries, loss of limb or life of labour and other workers engaged /employed by the Security Company for operations under this agreement or work connected directly or indirectly with the agreement shall be settled and paid by the Security Company. BIEK shall in no way be responsible for any compensation in this connection.



**BOARD OF INTERMEDIATE EDUCATION,  
BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,  
KARACHI-74700**

**Annexure –I**

**TECHNICAL EVALUATION CRITERIA FOR SHORT LISTING OF PRIVATE  
SECURITY COMPANIES**

<b>A) Company Profile</b>	
Satisfactory Service Performed by Security Company	<b>45 Marks</b>
Up to 5 years (Certificate enclosed)	10
Up to 10 Years (Certificate enclosed)	15
Up to 15 Years (Certificate enclosed)	20
<b>B) Status of N.O.C. Registered with the Home Departments of Provinces / Ministry of Interior for whole Pakistan Certificate attached.</b>	<b>Mandatory</b>
<b>C) Provide the detail of Ex-Army Personnel / Armed Guards along with Weapons and Ammunition Held by the Company with valid license.</b>	<b>40 Marks</b>
i. Ex-Army Personnel (List to be attached)	10
ii. Armed Guards (List to be attached)	15
iii. Repeater (Nos 60 with Company License)	09
iv. Pistol 8mm (Nos 20 with copies of License)	06
Mandatory provision of (12) twelve bullets / cartridges shall be available with each armed guard.	
<b>D) Financial Soundness / Status</b>	<b>10 Marks</b>
i. The Applicants must have latest three years Audited Financial Statements.	02
ii. Bank Statement for latest one year	03
iii. Credit worthiness undertaking showing the capacity of bidder as Annexure-III.	05
An Affidavit that the firm is not blacklisted by any Government / Semi-Government / Autonomous Body etc., and is not involved in any kind of insolvency litigation.	<b>05 Marks</b>

**Note:** The bidder is required to enclose the documents / information as mentioned in the tender documents otherwise the offer shall not be considered.



**BOARD OF INTERMEDIATE EDUCATION,**  
**BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,**  
**KARACHI-74700**

**Annexure-II**

**INTEGRITY PACT**

**Declaration of fees, commission and breakage etc payable by the suppliers of goods, services, and works.**

Security Company hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (Board of Intermediate Education Karachi) through any corrupt business practice.

Without limiting the generality of the foregoing, Security Company represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or including the procurement of contract, right, interest, privilege or other obligation or benefit in whatsoever form from BIEK, except that which has been expressly declared pursuant hereto.

Security Company certifies that it has made and will make full disclosure of all agreements with all persons in respect of or related to the transaction with BIEK, and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

Security Company accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to BIEK, under any law, contract or instrument, be voidable at the option of BIEK.

Notwithstanding any rights and remedies may be exercised by BIEK, in this regard.

Security Company agrees to indemnify BIEK, for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to BIEK in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by (the Seller / Supplier) as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from BIEK.

\_\_\_\_\_  
CNIC No. \_\_\_\_\_  
on behalf of  
M/S. \_\_\_\_\_

**UNDERTAKING**

I/We hereby undertake and give assurance to Board of Intermediate Education, Karachi that our Security Company\_\_\_\_\_ is financially sound to pay the salaries of deputed security guards and other related expenses for two months, If payment is delayed by BIEK due to unavoidable circumstances or bills are not verified by us in time as the case may be.

**CEO / Director**



	<i>Rupees In Words</i>	<i>Rupees In Figures</i>
Total cost of the Bid: (as offered by the Bidder)		
3% (three percent) amount of the Bid Price Bid Security (Refundable)		
10% (ten percent) amount of the Contract Price Performance Security (Refundable)		



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**KARACHI-74700**

<b>SUMMARY OF TURN-OVER OF LAST THREE YEARS</b>		
<b><i>YEAR-2015</i></b>	<b><i>YEAR-2016</i></b>	<b><i>YEAR-2017</i></b>
<b>TOTAL:</b>		

## **CERTIFICATE**

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Intermediate Education, Karachi.

SIGNATURE WITH DATE: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_

ADDRESS OF FIRM: \_\_\_\_\_

FULL NAME OF CONCERNED PERSON: \_\_\_\_\_

CNIC NUMBER: \_\_\_\_\_

POSITION HELD IN: \_\_\_\_\_

PHONE NUMBER(S): \_\_\_\_\_

MOBILE NUMBER(S): \_\_\_\_\_

FAX NUMBER(S): \_\_\_\_\_

NATIONAL TAX NUMBER: \_\_\_\_\_

GENERAL SALES TAX NUMBER: \_\_\_\_\_

STAMP OF THE FIRM: \_\_\_\_\_

PAY ORDER NUMBER: \_\_\_\_\_

BANK & BRANCH NAME: \_\_\_\_\_

DATED: \_\_\_\_\_

FOR RUPEES: \_\_\_\_\_

DRAWN: \_\_\_\_\_

as Bid Security is enclosed herewith.



Board of Intermediate Education  
Bakhtiari Youth Center, North Nazimabad,  
Karachi - 74700

Phones: 99260205  
99260214  
99260207  
99260219

# Tender Document

for providing

## **SECURITY SERVICES**

for the  
**Board of Intermediate Education, Karachi**

No: BIE/AG/L&N/320/2019

**VOLUME-II**

**FINANCIAL PROPOSAL**

## Summary of Contents

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## **FORM OF BID**

The Secretary (Acting),  
Board of Intermediate Education,  
Bakhtiari Youth Centre,  
North Nazimabad,  
Karachi-74700.

Sub: **Providing Security Services for the Board of Intermediate Education, Karachi.**

Dear Sir,

1. Having examined the Tender Documents and the site conditions for the above mentioned Project, we, the undersigned offer to Supply, Installation, Testing, Commissioning and maintenance (during maintenance period) of the whole of the said works in conformity with the said tender Documents (and Addendum if any) for the sum of under-mentioned amount on DDP basis:

<i>Bid Price (in figures) :-</i>	
<i>Bid Price (in words) :-</i>	

2. The above total sum is based on the quantities shown in the Bill of Quantities and other works as mentioned in Salient Features.
3. We undertake, if our tender is accepted, to sign an agreement within fourteen (14) calendar days following receipt of letter of award in the form laid out in annexure to this Tender with such alterations and additions thereto as may be required to adopt, such Agreement to circumstances of this Tender.
4. We undertake, if our Tender is accepted, to mobilize on-site within Ten (10) calendar days of receipt of the letter of award and commence the works on the first works comprised in the contract within the time of completion specified in the Salient Features.
5. We agree to abide by the Tender for a period of Ninety (90) calendar days from the date of opening of tender and shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Tender together with your written acceptance thereof and other relevant correspondence subsequent to the Tender shall constitute a binding Contract between us.
7. We understand that you are not bound to accept the lowest or any tender you may receive, and that you will not reimburse any expenses incurred by us in preparing and submitting the Tender or otherwise in connection with the Tender.

8. As a guarantee for the performance of the undertakings and obligations of this Tender, we submit herewith 3% Earnest Money/ Bid Security in shape of Pay Order issued by the \_\_\_\_\_ (*name of Bank*) vide No. \_\_\_\_\_ dated \_\_\_\_\_ made in favor of “Secretary, Board of Intermediate Education, Karachi” and made payable to you without any reference to us and valid for 120 calendar days from the date of submission of Tender.
9. The Tender Documents referred to above constitute a part of this Tender and comprise of the documents listed hereunder:
- a) Instructions to bidders.
  - b) Salient Features / Terms & Condition of the Tender.
  - c) Evaluation Criteria.
  - d) Form of Agreement.
  - e) Scope of work / Schedule of Requirements.
  - f) The Addendum (if any).
  - g) The Drawings (if any).

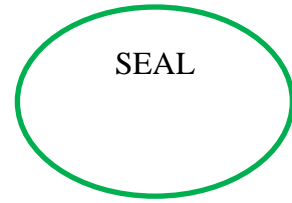
Signature: \_\_\_\_\_

in the capacity of \_\_\_\_\_  
duly authorized to sign bids for and on behalf of

\_\_\_\_\_  
(*Name of Bidder in Block Capitals*)

Dated: \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_



**Witness:**

(Signature) \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Occupation \_\_\_\_\_

## ***FINANCIAL PROPOSAL PRICE SCHEDULE***

S #	PARTICULARS	SERVICE CHARGES FOR EACH SECURITY GUARD / EQUIPMENT VEHICLES	REQUIRED QUANTITY	TOTAL YEARLY CHARGES
1.	2.	3.	4.	5.
1.	Supervisor (Ex Armed Forces) For 12 Hrs.  <b>OR</b>  Supervisor (Civilian) For 12 Hrs.		<b>02</b>	
2.	Security Guard (Armed) For 12 Hrs.  <b>OR</b>  Security Guard (Ex-Armed) For 12 Hrs.		<b>25</b>	
<b>GRAND TOTAL (PAK RS.)</b>				

\_\_\_\_\_  
SIGNED & STAMPED  
BY THE AUTHORIZED PERSON

*Note: Weapon must be 9mm, MP5, .22 for Armed Guard we do not need 12 bore Rifles. Armed Guard must be with all PPE for safety.*

# **CERTIFICATE**

- We guarantee to provide the requisite service exactly in accordance with the requirements / specification in the invitation to this tender.
- We accept the terms and conditions of the contract as well as general provision applicable to Government contracts.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

C.N.I.C: \_\_\_\_\_

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

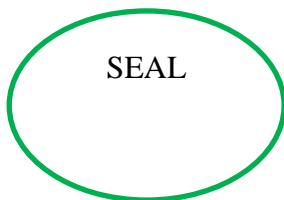
Address: \_\_\_\_\_

Contact No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**NOTE:**

- Bid Security (Pay Order/Demand Draft) shall be attached in original.
- The Strength / Nomenclature of the said staff can be increased / decreased as per requirements.



Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Computerized NIC No: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_