



STATE BANK OF PAKISTAN
SBP BANKING SERVICES CORPORATION (BANK). Rawalpindi

ENGG./2799/HVAC

October 31, 2014

TENDER NOTICE

**YEAR ROUND OPERATION & MAINTENANCE OF CENTRAL HVAC SYSTEM, SPLIT TYPE
AC UNITS AND WATER COOLERS/DISPENSERS AT SBP BSC (BANK), RAWALPINDI**

1. Sealed Bids are invited from the registered firms/ contractors for the above mentioned Services. Contractors enlisted with Pak. P.W.D., Provincial P.W.D.s, M.E.S., State Bank of Pakistan or any multinational / well reputed organizations doing the similar work are eligible to apply.
2. Bidders are required to furnish details of contracts for services of similar nature presently in hand and executed during the last five years with cost, supported by documentary evidences with phone numbers/ addresses of contact persons to verify the satisfactory performance.
3. The amount of Earnest Money/ Bid Security for the above tender is 2% of the total bid amount (2% of total bid amount for 12 months) payable in the form as specified in the Bidding Documents in favor of SBP BSC (Bank), Rawalpindi.
4. Tender Documents can be obtained from Engineering Unit, Room # 34, 2nd Floor, at SBP BSC (Bank), Mall Road Rawalpindi during office hours on working days not later than **17-Nov-2014** on payment of non-refundable tender fee of PKR.300/- (Three Hundred Rupees), through cash or Bank Draft/Pay Order drawn in favor of SBP BSC (Bank), Rawalpindi, with written request/application on company letter head. If the bidding documents are requested by post then non-refundable fee of PKR 500/- will be charged.
5. If any clarification is required, query may be sent to the undersigned through registered courier, e-mail or fax, at least **10** days prior to the date fixed for submission of bids. All replies to the queries or addendum etc. shall be considered part of the bidding documents and should be signed and submitted along with the Bid.
6. Bidding will be conducted under the provision of Public Procurement Rules-36(a) *single stage-one envelop* procedure of PPRA-2004. The bids should comprise one single envelope containing, separately, financial proposal and technical proposal. Bids should be dropped in the Tenders Drop Box kept in the office of the PA to Chief Manager, SBP, BSC (BANK), RAWALPINDI, by or before **18-Nov-2014 till 11:00AM**. Bid shall be opened on the same day at **11:30AM** in the presence of the Bidders or their authorized

representatives who may like to attend the session.

7. Bids not meeting the minimum requirements as per the stipulations of Bidding Documents shall be declared non-responsive and rejected and such bidders shall be declared disqualified. Financial and technical proposals of non-responsive/disqualified bidders shall be returned.
8. In case of any unforeseen reasons, unrest or force majeure on the bid submission/opening date, the tender shall be opened on the next working day at the same place and time.
9. The Bids shall remain valid for a minimum period of 90 days from the date fixed for submission of the Bids.
10. No bidding document shall be sold on the date fixed for opening of the bids.
11. Incomplete, conditional and bids without appropriate earnest money shall not be considered.
12. These tenders are only invitation to offer and Bank does not bind itself to accept the lowest or any bid as per PPRA rules.
13. Further, personal canvassing, recommendation or unauthorized practices for getting the Contract, will also disqualify the bidders.
14. In case of any contradiction or discrepancy between this advertisement and the contents of Bidding Documents, the contents of the Bidding Documents shall be considered correct.
15. The Tender Notice is also available at PPRA's & State Bank of Pakistan Websites www.ppra.org.pk & www.sbp.org.pk.

Yours sincerely

-Sd/-

**Dy. Chief Manager
(Administration)**

Phone: 9270761-70 Ext-303

Fax No: 051-9270758