



**STATE BANK OF PAKISTAN**  
SBP Banking Services Corporation (BANK)  
SUKKUR

**TENDER NOTICE**

**REQUIRING OF JANITORIAL SERVICES OF FOUR PERSONS THROUGH  
CONTRACTOR/ CONTRACTING FIRM AT SBP BSC (BANK), SUKKUR.**

State Bank of Pakistan, SBP BSC (Bank), Sukkur invites sealed quotations/Tenders from approved contractor/ contracting firms having experience of similar work registered with Sales & income tax department for supply of Janitorial staff as detailed below.

Sr. No.	Type of work	Number of staff	Nature of duties	Duty hours
1	Janitorial Staff Sanitary Workers	04	To attend the work of sanitation , cleaning,washing,dusting of entire office, premises outer area and furniture & fixture etc.	48 hours during a week

Tenders are required to furnish the following information with their tenders, failing which their tenders are liable to be rejected.

1. Organizational structure of the Contracting Firm (whether the firm is a proprietorship, partnership, or limited company)
2. details of works of similar nature executed during the last five years with cost supported by documentary evidence.(photo copies to be attached)
3. Availability of equipment know how.
4. The particulars of the staff for the said work.
5. Confirmation to the effect that Firm has not been blacklisted by any organization.

Interested eligible bidders may purchase a complete set of bidding documents containing detailed terms and conditions from the office of the Assistant Chief Manager, Staff Matters Unit, Administration Division, SBP, BSC Sukkur. (contact No.071-9310251to 4 Ext: 205) on submission of written application (Company letter head) supported by copy of NTN and GST certificates and on payment of non refundable fee in the shape of Pay order, Demand draft/Call deposit of Rs.500/-(Rupees five hundred only) till 5<sup>th</sup> June 2014.Copy of tender notice is also available on the website of PPRA ([www.ppra.org.pk](http://www.ppra.org.pk)) and SBP ([www.sbp.org.pk](http://www.sbp.org.pk))

Sealed Quotations addressed to “The Assistant Chief Manager (SMU) State Bank of Pakistan SBP BSC (Bank) Eid Gah Road Sukkur” should reach this office on or before – 5<sup>th</sup> June 2014 up to 01.030 PM. The quotations shall be opened at 03.00 PM on same day in presence of contractor who like to be present at the occasion.

Assistant Chief Manager  
Staff Matters Unit  
State Bank of Pakistan  
SBPBSC  
Sukkur