



STATE BANK OF PAKISTAN
SBP BANKING SERVICES CORPORATION
(Engineering Division)
MULTAN

TENDER NOTICE

**1) Janitorial, Cleaning and Maintenance Services.
2) Skilled Staff Required for Different Works.
at State Bank of Pakistan, SBP BSC, Multan**

1. Sealed Bids are invited separately from the firms/contractors registered with Income Tax/GST Departments for the above mentioned Services/works. The Firms/Contractors with at least Five (05) years experience of **Janitorial, Cleaning, Maintenance Services and Skilled Staff for Different Works** engaged in providing similar services to five star hotels, large hospitals, well established public or private enterprises or multinational organizations and have successfully completed at least two similar jobs costing at least **Rs.200,000/- per month** during the last three years and meeting the minimum requirements as stipulated in the bidding documents shall be eligible to participate in bidding.
2. **Both the above contracts/packages will be dealt with separately. Bidders who are specialized in the captioned jobs may either apply for Bidding Documents for both the packages separately for each one or for one only in which they are specialized.** They 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 each 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 State Bank of Pakistan, SBPBSC, Multan.**
4. Tender Documents can be obtained from the Office of the Assistant Chief Manager, Engineering Division, SBP BSC, Mezzanine Floor, Multan during Office hours on working days **not later than 27th February, 2015 on payment of non-refundable tender fee of Rs.1,000/- (one thousand rupees) through Payment Order/Bank Draft in favour of SBPBSC, Multan with written request/application on company's letter head.**
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(b) *single stage-two envelopes* procedure of PPRA Rules-2004. Bids should be sealed in one outer envelope containing the Technical & Financial Proposals in separate sealed inner envelopes, name of Bidder & Tender Description as per the details given in bidding documents shall have to be marked on each envelope.** Bids should be dropped in the Tenders Box kept in the Office of the Deputy Chief Manager (Admn.), State Bank of Pakistan, SBPBSC at 3rd Floor, Multan by or **before 2nd March, 2015 till 11:00 A.M.** Tenders/quotations will be opened on the same day at 11:30 A.M. 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, rejected and such bidders shall be declared disqualified. Financial Proposals of such non-responsive/disqualified bidders shall be returned un-opened.
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 and State Bank of Pakistan Websites www.ppra.org.pk & www.sbp.org.pk.

Sd/-
CHIEF MANAGER
061-9200629

Dated: **10-02-2015**