



## Invitation for Bids

IFB No. GSU/ 942 /Professional & Support Services ( Office boys)/2016

June 22, 2016

### ENGAGEMENT OF A FIRM FOR PROVIDING PROFESSIONAL & SUPPORT SERVICES ( TWO OFFICE BOYS) FOR STATE BANK OF PAKISTAN, SBP-BSC (BANK), RAWALPINDI

1. State Bank of Pakistan, SBP-BSC (Bank), invites sealed bids for **“Engagement of a Firm for Providing Professional & Support Services ( Two Office Boys) for State Bank of Pakistan, SBP-BSC (Bank), Rawalpindi”**.
2. Bidding will be conducted under National Competitive Bidding pursuant to “Single stage two envelopes procedure” as per Rule 36(b) of Public Procurement Rules 2004 (PPR 2004) and is open to all eligible bidders as defined in the above Rules who meet the following minimum eligibility/criteria:
  - i. Bid is un-conditional, conditional bids shall be rejected.
  - ii. Duly filled and signed Form of Bid.
  - iii. Complete company’s profile along with names of directors/owner, their contact details, telephone & fax numbers, copies of N.I.C, valid email and postal address, list of manpower, list of machinery, list of projects already completed with completion time period & cost, list of previous clients, list of ongoing projects etc.
  - iv. Affidavit **on non-judicial stamp paper** of not being blacklisted, declared in-eligible or debarred by any organization/ department for corrupt or fraudulent practices, or no failure to perform with SBP BSC in past
  - v. Valid copy of certificate of Registration with Income Tax Authority.
  - vi. Valid copy of certificate of Registration with Sales Tax Department.
  - vii. Minimum available Liquid assets of **Rs. 300,000/-** (Bank statement showing balance on any one day between the date of publication of Tender Notice to the date of opening of Technical Proposal.)
  - viii. Evidence of completing at least 3 similar assignments of same capacity and quantity or above, during last 3 (three) years, of similar functional/technical characteristics and of a comparable scale.
  - ix. Evidence of the presence/support/branch office in Rawalpindi/Islamabad.
3. The earnest money of the bid shall be equal to **2%** of the bid price which must be accompanied by Financial Proposal in sealed envelope, payable in the form of bank draft/pay order/cash, drawn in favor of SBP Banking Services Corporation (Bank), Rawalpindi. Conditional, incomplete or unsigned bid(s) submitted by the bidder/authorized nominee of the bidder will be rejected.
4. The rates quoted by the bidders should be **valid at least for period of (120) days** from the date of opening of bids.
5. Interested eligible bidders may obtain the bidding documents on submission of a written application on the letterhead of the firm on the address given below upon payment of Rs.1000/-(non-refundable) in the shape of bank draft/pay order/cash. If the bidding documents are requested by post/courier then non-refundable amount of Pak Rs.1500/- will be charged. Invitation for Bids also been uploaded on the websites <http://www.ppra.org.pk> and <http://www.sbp.org.pk>
6. 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 **July 15, 2016 at 11:00AM**. Bid shall be opened on the same day at **11:30 AM** in the presence of the Bidders or their authorized representatives who may like to attend the session.
7. The Financial Proposals of only those firms will be opened who shall be declared technically qualified by an independent evaluation committee particularly constituted for the purpose.

8. The competent authority reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Section 33 of PPRA Rules.

**S/d**

**Chief Manager**

State Bank of Pakistan, SBP BSC (Bank),

Mall Road, Saddar, Rawalpindi

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