



STATE BANK OF PAKISTAN  
SBP BANKING SERVICES CORPORATION  
Engineering Department  
Head Office Karachi

Reference No. ED(MD)/ 187 /16-2016

Dated: 15<sup>th</sup> January 2016

**TENDER NOTICE FOR OUTSOURCING OF  
JANITORIAL SERVICES AT VARIOUS PREMISES OF STATE BANK OF PAKISTAN KARACHI**

Sealed Bids are invited from the registered firms/ contractors for the above mentioned Services. Firms/ Contractors with at least Five (05) years of janitorial services and 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 in buildings having floor area of 100,000 SFt or more during last five (05) years shall be eligible to participate in bidding. The proposed services comprise of the following two lots;

- a) Lot-I: Janitorial Services at SBP Main Building Premises, SBP LRC Building Premises, SBP Museum & Art Gallery Building I.I Chundrigar Road, Karachi and SBP Female Hostel Lala Zar Karachi.
- b) Lot-II: Janitorial Services at State Bank of Pakistan Banking Services Corporation Head Office Building Premises I.I Chundrigar Road Karachi & SBP Bolton Market Building Premises, M.A Jinnah Road, Karachi

The amount of Earnest Money/ Bid Security for the above tenders is 2% of the total bid amount (2% of total bid amount for 12 months) separately for each lot payable in the form as specified in the Bidding Documents in favour of State Bank of Pakistan. Tender Documents can be obtained from the office of the Executive Engineer (Civil) (Ph. No-021-32454148) at SBP BSC (Bank), 1<sup>st</sup> Floor, Boulton Market Office Building, M.A Jinnah Road Karachi, during office hours on working days on payment of non-refundable tender fee of PKR 2,000/- (Two thousand Rupees) in form of pay order separately for each lot with written request/application on company letter head. The interested firms are required to furnish following documentary evidences along with their application for issuance of the bidding documents;

1. Copies of Registration Certificates with Federal Board of Revenue (FBR) & Sindh Revenue Board (SRB).
2. Copies of Registration Certificates with Employees Old Age Benefits Institution (EOBI) and Sindh Employees Social Security Institution (SESSI) as an employer.
3. Copies of Work Order/Completion Certificates/Contract Agreements for two (02) completed jobs of janitorial services during last 05 years, each for floor area of not less than 100,000 Sft or for more than 50 workers deployment.

Bidding will be conducted on National Competitive Bidding basis under the provision of **Public Procurement Rule-36(b) single stage-two envelopes procedure** of PPRA Rules-2004. Bids must be sealed in one outer envelope containing the Technical & Financial Bids 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 Drop Box kept in the office of the P.A to Director Engineering, 1<sup>st</sup> Floor, SBP Boulton Market Office Building, M.A Jinnah Road Karachi, by or before **17.02.2016 till 03:00PM**. Technical Proposals shall be opened on the same day at 03:30PM in the presence of the Bidders or their authorized representatives who may like to attend the session.

Financial Bids of technically qualified bidders shall be opened in the presence of the Bidders or their authorized representatives who may like to attend the session, at the time & venue communicated to the technically qualified bidders in advance. 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. The Bids shall remain valid for a minimum period of **120 days** from the date fixed for submission of the Bids. No bidding document shall be sold on the date fixed for opening of the bids. Incomplete, conditional and bids without appropriate earnest money shall not be considered. These tenders are only invitation to offer and as per PPRA rules Bank reserves the right to accept or reject these tenders. Further, personal canvassing, recommendation or unauthorized practices for getting the Contract, will also disqualify the bidders. The Tender Notice is also available at PPRA's & State Bank of Pakistan Websites [www.ppra.org.pk](http://www.ppra.org.pk) & [www.sbp.org.pk](http://www.sbp.org.pk).

Sd/-

**Director Engineering**

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