

Clarifications-Procurement of General Support Services for SBP Main Building, Karachi.

ITB No. GSD (Proc. II)/GSS-SBP/330052/2025

#	Queries of Bidders	Response of SBP BSC
1.	Are we required to follow the minimum wage policy in this tender, or can we quote based on market wages	Costing is done by the bidders on the basis of their internal working including service nature, profit margins etc. However, it may be noted that the quoted service charges should not be below the minimum wage notified by the government of related jurisdiction
2.	Regarding EOBI and SESSI , will proof be required with every invoice, or should we submit an annual report instead?	This mechanism of submission of proof with payment invoice will be relevant after contract signing stage
3.	Please confirm the Withholding Tax (WHT) percentage currently being deducted, and clarify whether it is applied on the total amount or only on service charges .	As already conveyed through minutes of pre-bid meeting, Fifteen Percent (15%) Sindh Sales Tax (SST), as specified in the mentioned tariff code, will be applicable. However, for evaluation purposes, the bidders are required to apply 15% SST on the gross amount and follow the price schedule given in the bidding documents. <i>Further, the payment shall be made by applying 15% SST against the service fee only in compliance with the existing instructions of the SRB/ Court Order(s), i.e. 6% WHT and 15% SST. The payment shall be made on monthly-basis as per actual utilization of services during given period.</i>
4.	Kindly confirm the SST (Sales Tax on Services) percentage applicable and whether it is calculated on the total amount or only on service charges .	Already responded against query no. 3
5.	Please confirm whether the bid submission is required only through the E-PAD portal or if a hard copy is also needed.	Bid submission is required only via EPADS.
6.	Also please provide POC details for Fleet Management Services	Any related matter may be taken up in writing at gsd.proc2@sbp.org.pk
7.	In case the government revises the minimum wages or any statutory requirements (such as EOBI or Social Security), will the wages and statutory contributions be adjusted accordingly, or will they remain the same throughout the contract period?	As per GCC 5.2 of Bidding Documents, If after bid submission, a change occurs to any Federal and/or Provincial Law or any regulation or bye-law, notification of any local or other duly constituted authority, or the introduction/revision of any such Federal and/or Provincial Law, regulation or bye-law, which causes addition or reduction in the cost of Services, such additional or reduced cost will be added to or deducted from the Contract Price.

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		However, the Service Provider shall not be entitled to claim any adjustment to the Contract Price on account of changes related to income tax, group life insurance, medical insurance, cost of equipment and uniforms, or profit.
8.	Regarding the Group Health Insurance, is it applicable only to the employees or does it also cover their families? Additionally, please confirm the coverage limit or range.	The Group Health Insurance must be <u>comprehensive</u> and cover at least three members of the resource family besides the resource him/herself. Further, insurance coverage must be obtained from a reputable insurance company to ensure hassle-free claim processing and related facilitation. SBP BSC may ask the Service Provider to submit the insurance-related documents at the contract execution stage; however, related costs must be forecasted and included in the Financial Proposal.
9.	In Form II (Technical Bid Submission Form / Form of Bid), it is mentioned that the bid should remain valid for a period of 208 days. However, in Section 14.1 of the Bid Data Sheet (BDS), the bid security is required to be submitted in the form of a Pay Order/Demand Draft/Deposit at Call, which typically has a validity period of 180 days. Could you please confirm whether a Pay Order/Demand Draft with 180 days validity would be acceptable, or if there is a specific requirement for a 208-day validity on the bid security itself? If the latter, would you recommend an alternative form of bid security?	The requirement of validity of 208 days is in case if bid security is submitted in form of <u>Bank Guarantee</u> . In case of Pay Order/Demand Draft, the validity requirement is of 180 days only.
10.	Should the bidder indicate the number of resources to be deployed at each service location and for each service category in the "Proposed Services Management Plan" column of Schedule E, or does SBP require a detailed service management plan instead?	Bidder is required to mention number of resources to be deployed against each location. As mentioned in Schedule-E to Bid, the resources against all the components should be clearly mentioned in the given table. In case of missing information, the bid shall be rejected as per ITB 11. The bidder cannot alter the given table. Any alteration shall also amount to rejection of the bid as per ITB 15.
