

Tender No. 08/2023



TENDER DOCUMENTS

Tender No. 08/2023

PROVISION OF SECURITY SERVICES
AT
NEPRA TOWER
[Cost plus Quality based Contract]

National Electric Power Regulatory Authority
NEPRA Tower, Ataturk Avenue, G-5/1, Islamabad
Phone: 051-201 3200, Fax: 051-921 0215
www.nepra.org.pk





**National Electric Power Regulatory
Authority
(NEPRA)**

INVITATION TO BID

(for Provision of Security Services)

NEPRA Tender No. 08/2023

NEPRA; an autonomous body established under an Act of the Parliament i.e., “Regulation of Generation, Transmission and Distribution of Electric Power Act 1997 (XL of 1997)”, invites bids for the “ Provision of Security Services at NEPRA Tower from the Security firms:

- i)- Registered with Income Tax /Sales Tax Departments;
- ii)- In active taxpayers’ list of the FBR;
- iii)- Having minimum five years relevant experience;
- iv)- Valid License to operate in Rawalpindi / Islamabad

2. Single Stage – Two Envelopes bidding process will be adopted. Bidding documents, containing detailed terms and conditions are available at the office of Assistant Director (Admin), NEPRA Tower, Ataturk Avenue (East), G-5/1, Islamabad. Price of the tender documents is Rs. 500/- as per Rule 16(2) of the Public Procurement Rules, 2004.

3. The bids prepared, in accordance with the instructions provided in the tender documents, must reach at the office of Director General (Admin), NEPRA Tower, Attaturk Avenue (East), G-5/1, Islamabad on or before 15th June, 2023 till 1400 hrs. The Technical bids only will be opened on the same day at 1430hrs. This advertisement is also available on NEPRA & PPRA website at www.nepra.org.pk and www.ppra.org.pk respectively and may be downloaded free of cost.

Director General (Administration)
NEPRA Tower, Attaturk Avenue (East)
G-5/1, Islamabad
Ph: 051-2013200, Fax: 051-9210215
Email: info@nepra.org.pk



SECTION – I**Schedule to Tender**

Sr.#	Activity Description	Schedule
1	Tender No.	NEPRA No. 08/2023
2	Sale of Tender Documents	29 day of May, 2023 to 15 of June, 2023. Tender document can be collected from the office of Assistant Director (Admin), NEPRA or downloaded from PPRA / NEPRA websites.
3	Time & Last Date of Depositing Tender	15 day of June, 2023 upto 1400 hrs
4	Time & Date of Opening of Tender Bid	15 day of June, 2023 at 1430 hrs
5	Time & Date of Opening of Financial Bid	The Financial Bids will be opened after evaluation of technical bids, which will be announced later.
6	Services to be offered	Provision of Security Services at NEPRA Tower
7	Period of Contract	3 years from the date of award of contract; whereby, extendable for another year subject to satisfactory performance.
8	Amount of Bid Security to be Deposited	Rs. 20,000/-; in the form of Pay Order/Call Deposit in favour of NEPRA
9	Amount of Performance Security	Rs. 100,000/-
10	Cost of Tender Document	Rs. 500/-



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Bidder's Information

Tender Serial No. _____ Dated _____

Name of Firm to whom Tender issued: _____

SIGNATURE
OF TENDER ISSUING OFFICER

Name of Firm/Contractor _____
Address: _____
Contact Person _____
Telephone No: _____
Fax No: _____
National Tax Number: _____
GST Number _____

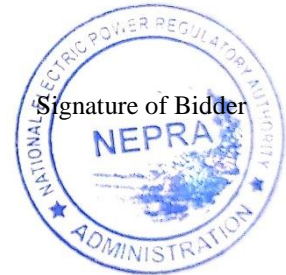
MANDATORY REQUIREMENTS FOR BIDDERS

Sr. No.	Parameter	Yes	No
i.	Tax Registration		
ii.	Active Filer Status		
iii.	Copy of NTN & STN		
iv.	Bidder(s) having at least experience of 5 years		
v.	Litigation History (if any) otherwise Affidavit of non-black listed on proforma attached at Annex-B		
vi.	Conflict of Interest undertaking as per specimen provided at Annex-C		
vii.	Proof of license from Ministry of Interior		
viii.	Proof of enrolment with ICT, Islamabad.		

Note:

- a. Proof of aforesaid parameters must be provided.
- b. Bidders who fail to provide supporting documents will not be entertained.

We M/s _____ hereby undertake to accept all the terms and conditions laid down by NEPRA with regard to award of this contract.



Section II
Instructions to Bidders

1. The Client i.e., National Electric Power Regulatory Authority (NEPRA) intends to invite bids for **provision of Security Services at NEPRA Office Building, G-5/1 Islamabad, under the Single Stage Two Envelope (SSTE) bidding procedure.** The NEPRA building comprised of Ground + 07 stories + 02 basements of the building.
2. The Client i.e. **NEPRA**, will award the subject services to technically responsive on cost plus quality basis. The technical responsiveness will be evaluated as per the criteria set forth in this document.
3. The Contractors/Firms having registration with tax authorities (registration certificate must be attached with evidence) and possess minimum five years relevant experience of provision of security services shall be eligible to apply.
4. Each bidder shall submit only one bid. A bidder who participates in more than one bid will be disqualified.
5. The bidders shall bear all costs associated with the preparation and submission of their respective bids and the Client will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
6. The bidders are advised to visit and examine the site and its surroundings to obtain all information that may be necessary for preparing the bid. All cost in this respect shall be borne by the bidder.
7. The Client reserves the right to accept or reject any Bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, as per PPRA rules 2004.
8. **Submission of Bids:**
 - (i) The bid process will be single stage - two envelope and the minimum threshold for qualifying in the technical proposal is **70%**. Bid shall be submitted in a single package containing two separate envelopes clearly marked as 'Financial Proposal' and 'Technical Proposal'. Initially only envelope marked 'Technical Proposal' shall be opened, whereas envelop marked as 'Financial Proposal' shall remain in the custody of NEPRA without being opened.
 - (ii) NEPRA shall evaluate the technical bids, in a manner prescribed in advance, without reference to the price, and reject any proposal which doesn't conform to the specified requirements.
 - (iii) Technically qualified bidders will be called for opening of their Financial Proposals, and the bidder who obtained maximum marks on cost plus quality formula provided in the evaluation criteria would be awarded the Contract for provision of security services at NEPRA Tower.
 - (iv) Bids shall remain valid for **140 days** after the date of bid opening.
9. **Bid Security:**
 - (i) Each Bidder shall furnish, as part of his technical bid, a Bid Security amounting to Rupees 20,000/- (Twenty Thousand only).
 - (ii) Bid Security will be in the form of Pay Order/Demand Draft from scheduled bank of Pakistan in favor of NEPRA.
 - (iii) Any bid not accompanied by an acceptable Bid Security shall be rejected by the Client as non-responsive.
 - (iv) The bid securities of unsuccessful Bidders will be returned upon award of contract to the successful Bidder or on the expiry of validity of Bid Security whichever is earlier.
 - (v) The Bid Security of the successful Bidder will be returned when the Bidder has furnished the required Performance Security and signed the Contract Agreement.
 - (vi) The Bid Security may be forfeited if a Bidder withdraws his bid during the period of bid validity; or in the case of a successful Bidder fails to furnish the required Performance Security or Sign the Contract Agreement.
 - (vii) The bidder cannot amend or withdraw bid once it is submitted.



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10. **Letter of Acceptance:**

- (i) Prior to expiration of the period of bid validity prescribed by the Client, the Client will notify the successful Bidder in writing (**Letter of Acceptance**) that his bid has been accepted. This letter shall name the sum (in view of Financial Proposal) which the Client will pay the Contractor in consideration of the Services by the Contractor as prescribed by the Contract.
- (ii) The Letter of Acceptance and its acceptance by the Bidder will constitute the grounds of the Contract, binding the Client and the Bidder, till signing of the formal Contract Agreement.

11. **Performance Security:**

- (i) After the receipt of Letter of Acceptance the successful Bidder shall furnish to the Client a Performance Security within a period of fourteen (14) days.
- (ii) Successful Contractor, upon award of contract, will sign the contract agreement as per the specimen provided by NEPRA and submit an amount of Rs. **100,000/-** (refundable) in the form of pay order/demand draft in the name of NEPRA as performance security deposit which will be released on successful completion of contract period.
- (iii) Failure of the successful Bidder to comply with the requirement of Performance Security shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

12. **Contract Agreement:**

- (i) After receiving the Performance Security, the Client within 07 days, will send the form of Contract Agreement (as per Bidding Documents) to the Bidder.
- (ii) The form of Contract Agreement duly filled in and incorporated all agreements between the parties for signing will be sent and returned back after signature by the Bidder's representative.
- (iii) After receiving the Form of Contract Agreement by the successful Bidder the formal Agreement within fourteen (14) days between the Client and the successful Bidder shall be executed

Section - III

Scope of Services

Provision of the security guards at the NEPRA Tower Islamabad, at the following locations:

Sr. #	Deployment	1st Shift (12 Hours)		2nd Shift (12 Hours)		Total	
		Armed	Unarmed	Armed	Unarmed	Armed	Unarmed
A	In-gate (Main)	1	1	1	1	2	2
B	Out-gate (Main)	1	1	1	1	2	2
C	Basement - 1	2	1	-	-	2	1
D	Basement - 2	1	2			1	2
E	Rear Side	1	-	2	-	3	-
Total:		6	5	4	2	10	7

Number of Workers/Working Hours:

Number of workers mentioned above under scope of service. Minimum deployment must not be less than mentioned above. The working hours per person should not be more than 12 hourly shift at any cost per day.

Contract Period:

Three years from the date of signing of the agreement and may be extended for another period of one year subject to satisfactory performance. However, NEPRA reserves the right to terminate this contract during the currency of the contract after giving one month's notice.



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Termination of Contract on Poor Performance:

- In case of non-compliance to the clauses of the subject contract, or consistent poor performance, three notices may be served with one (01) week improvement time.
- If the contractor still fails to deliver as per agreement, the contract may be terminated resulting in forfeiture of the deposited security for the contract.

Dress Code:

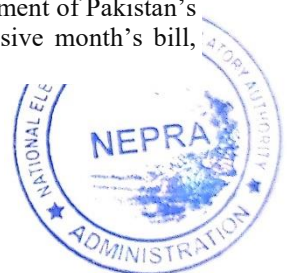
The deployed workers should be in distinct uniform bearing the name of their company and the same shall be provided by the Contractor / Firm twice in a year and a pair of shoes per annum at its own cost.

Compliance to NEPRA Code of Conduct:

All the workers / security guards provided by the Contractor will be obligated to follow NEPRA Code of Conduct and non-compliance to which may result in imposition of penalty / fine on the contractor.

Other Covenants:

- i. The entire financial liability in respect of the workers/security guards deployed shall be that of the Contractor and the office concerned will in no way be liable.
- ii. The Contractor shall be solely responsible for redressal of grievances or resolution of disputes relating to the deployed workers. NEPRA shall, in no way, be responsible for settlement of such issues whatsoever.
- iii. NEPRA shall not be responsible for any financial loss or any injury to the deployed workers during the course of their performing the functions/duties, or for payment towards any compensation.
- iv. The deployed workers/security guards shall not claim nor shall be entitled to pay, perks and other facilities admissible to NEPRA employees or absorption during the currency or after expiry of the Agreement. Undertaking from the person to this effect would be taken from the selected Contractor.
- v. Accommodation and meals/refreshments for the workers/security guards would be the responsibility of the Contractor.
- vi. The following documentations would be required for deployment of any worker/guards:
 - a. Clear copy of Duty Order/Form must be shared with NEPRA
 - b. Clear photocopy of CNIC
 - c. Contact Details
- vii. The bidding amount shall be in Pak Rupees and shall be inclusive of cost of labors, duties, taxes, surcharges, overhead and profits. If selected in the tendering process, the quoted rates would be considered as the contractual amount and no claim whatsoever will be determined for any extra or additional payment in this regard.
- viii. Upon selection, the selected bidder shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this Agreement to any other Service Provider or organization by whatever name be called without the prior written consent of the designated NEPRA Official.
- ix. Successful Contractor, upon award of contract, shall nominate a coordinator who shall be responsible for immediate interaction with the designated NEPRA Official so that optimal services of the persons deployed could be availed without any disruption. The coordinator shall be well mannered, literate and possess supervisory skills.
- x. NEPRA reserves the right to accept or reject all bids as per PPRA rules.
- xi. The contractor shall ensure to make payment on account of salary to the workers deployed at NEPRA Tower equivalent to the minimum wage set forth by the GoP and revise the same from time to time as per GoP directions.
- xii. The contractor shall be bound to provide EOBI & Special Security Facilities to the staff deployed at NEPRA Tower.
- xiii. The Contractor shall submit evidence of disbursement of salary as per Government of Pakistan's approved wages rate by providing previous month's record with the successive month's bill, besides cost of active EOBI & Social Security Services.



Section IV

Technical Proposal Evaluation Criteria

Technical evaluation will be carried out on the following minimum pass / fail criteria regarding the applicant's general and particular experience, personal and equipment capabilities, financial position. The Employer reserves the right to waive minor deviations, if they don't materially affect the capability of an applicant to perform the contract.

Sr. No.	Category	Weightage/ Marks
1	Experience Record	20
2	Services Capabilities	15
3	Equipment Capabilities	5
4	General Capabilities	15
5	Financial Strength Compliance	10
Total:		65

(1) **Experience Record:**

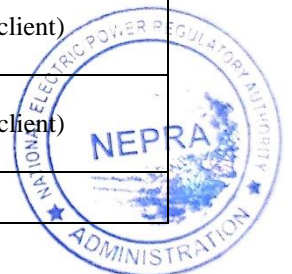
Credit Marks for experience shall be awarded on the basis of following qualifications:

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
a)	List of Major Clients	15	Corporate bodies/Multinational/Embassies/5 Star Hotels=2 Marks each Factories/Educational Institutions/Government offices= 1 Mark each Residential Colonies/Commercial Centers/Hospitals =1/2 Mark each Copies of valid agreements will be provided as evidence
b)	Experience of the company	5	(1 mark for each year beyond mandatory five year experience) Copies of valid licenses to operate as security service provider and registration with FBR/SECP etc. will be provided as evidence
Total Marks Allocated:			20

(2) **Services Capabilities:**

Credit Marks shall be awarded under this category using the following criteria:

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
i)	Types of Services Offered: a) _____ b) _____ c) _____ d) _____ e) _____	05	(1 mark for each) For each type of offered service the evidence must be provided
ii)	Provision of EOBI facility to the security guards / workers	05	(1 marks would be awarded per client)
iii)	Provision of Social Security facility to the security guards / workers	05	(1 marks would be awarded per client)
Total Marks Allocated:			15



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(3) **Equipment Capability:**

Credit Marks shall be granted on the basis of the following criteria for various kinds of equipment relevant for the contract:

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
1	Types of Security Equipment Available: a) _____ b) _____ c) _____ d) _____ e) _____	5	(1 mark for each) For each type of equipment, the evidence must be provided
Total Marks Allocated			5

(4) **General Capabilities:**

Credit Marks shall be granted on the basis of the following criteria for various kinds of equipment relevant for the contract:

Sr. No.	Description	Marks Assigned	Explanation for Marks Obtained
1	Company has the license / permission to use the following weapons: a) _____ b) _____ c) _____ d) _____ e) _____	3	(1 mark for each) For each type of weapon permission/license, the evidence must be provided
2	Monitoring control and supervision mechanism of the guards: a) _____ b) _____ c) _____ d) _____ e) _____	5	(1 mark for each) For each type of mechanism, the evidence must be provided
3	Guards Selection Criteria & Verification process	2	1 marks for selection criteria 1 marks for verification procedure
4	Performance Certificates by Major clients	5	1 mark each for each furnished certificate
Total Marks Allocated			15

(5) **Financial Strength/Compliance:**

Credit Marks shall be awarded on the basis of the following criteria:

Sr. No.	Description	Marks Assigned	Criteria for Marks Obtained
a)	Audited Financial Statements along with Auditor's Report for the last two years Bank statement of company account for last two years	10	Full Marks will be given to the firm providing Financial Statements along-with Auditor's report and 50% marks would be given to those providing bank statement only one of the two;
Total Marks Allocated			10

Note: The above data forms can be verified independently by NEPRA and any fabricated statement by the bidder may result in termination of the Contract, forfeiture of pending payments and blacklisting of the Company etc. The proposals without evidence/supporting documents will be rejected. **Minimum marks for pre-qualification are 70%.**



Financial Proposal Evaluation Criteria [35 Marks]

Sr. No	Description	Rate/month (inclusive of all taxes)			Remarks
		1 st Year	2 nd Year	3 rd Year	
A	Minimum Wage Rate as approved by the GoP for deployed human resource. *	As per GOP Notification e.g. Rs. 25,000/- x 17 = Rs. 425,000/- per month per 12 hourly shifts	As per GOP Notification	As per GOP Notification	1 st lowest=35 Marks 2 nd lowest=25 Marks 3 rd lowest=15 Marks
B	Vendor levies, duties, taxes, service charges, profits, uniform charges, jackets, helmets / caps: [social security EOBI facility]etc.(with arms)**	Rs. _____ per guard per month X 10 No. of Guards Per month Rs. _____	Rs. _____ per guard per month X 10 No. of Guards Per month Rs. _____	Rs. _____ per guard per month X 10 No. of Guards Per month Rs. _____	
C	Vendor levies, duties, taxes, service charges, profits, uniform charges, jackets, helmets / caps etc.[social security EOBI facility]etc. (without arms)	Rs. _____ per guard per month X 07 No. of Guards Per month Rs. _____	Rs. _____ per guard per month X 07 No. of Guards Per month Rs. _____	Rs. _____ per guard per month X 07 No. of Guards Per month Rs. _____	
D	Total Month wise rate for both types of required guards (B + C)	Rs. _____	Rs. _____	Rs. _____	
E	Average of the Three years for vendor levies etc. (D)				

Note: Financial proposal will be evaluated on the basis of average of the three years.

*The persons deployed (not less than 17) must be provided minimum wage rate **excluding overtime** as approved by the GOP, which at present is **PKR 25,000/- [Rupees Twenty Five Thousand Only]** duly notified by the Office of the Chief Commissioner Directorate of Industries & Laborur ICT Islamabad vide ADLW-B(20)/ICT/2021-2052 dated April 28, 2022. Any increase or decrease in wage rates as notified by the GoP during the Currency of Contract will be borne by NEPRA *vis a vis* bill/invoice shall be processed accordingly. For each shift fresh security guards must be provided who are not above the age of 50 years and below 25 years.

** **For Cost provided at Sr. B**, must include all levies, duties, taxes, service charges and the vendor will ensure to provide 2 x clean, tidy and decent uniforms with one pair of shoes to the deployed human resource. Provision of winters jackets (uniform based) will also be the responsibility of the vendor.

Final Evaluation:

The technical evaluation of bidders will be carried out in the first place and only those who qualify in technical evaluation will be considered for financial evaluation. Minimum points for qualification of technical proposal evaluation are 45 out of 65, whereas, the applicant must attain 70% marks in each section to qualify for financial evaluation. Financial proposal will be evaluated excluding any applicable taxes. The financial proposal will carry 35 marks. The segregation of total marks for final evaluation and grant of tender are mentioned under:

a. Technical Evaluation	65 Marks
b. Financial Evaluation	35 Marks
Total	100 Marks



1. **GENERAL INSTRUCTIONS TO THE BIDDERS**

- i. The interested bidders having the requisite registration(s) and a proper registered office(s) in Rawalpindi /Islamabad can submit their documents for tender.
- ii. The interested firm himself will be responsible for ensuring that the proposal submitted are in accordance with the instructions stated herein. Any proposal not submitted within the prescribed deadline will not be considered / entertained.
- iii. The intended firm cannot modify or withdraw his proposal after submission.
- iv. The proposals submitted by the firms shall be evaluated as per the criteria mentioned above and the bidder submitted lowest rates would be awarded the contract.
- v. The successful bidder after signing of the contract shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this agreement to any other Service Provider or organization by whatever name be called without the prior written consent of the designated NEPRA Official.
- vi. NEPRA reserves the right to cancel/nullify the received quotes on the basis of rates reasonability.



BASIC INFORMATION OF APPLICANT

Prospective Applicant

- (a) Name: _____
- (b) Address of the corporate headquarters and its branch office (s), Pakistan: _____
- (c) Date of incorporation and / or commencement of business: _____
- (d) Type (corporation, partnership, etc): _____
- (e) Telephone No: _____
- (f) Cell No: _____
- (g) Fax: _____
- (h) Email: _____
- (i) NTN Registration No. _____ and STN _____
- (j) Registration with professional body: _____

**Details of individual (s) who will serve as the point of contact /
Communication for the Bidder's company:**

- (a) Name: _____
- (b) Designation: _____
- (c) Address: _____
- (d) Telephone No. _____
- (e) Cell No. _____
- (f) E-mail address: _____
- (g) Fax No. _____

Signature & Seal of Authorize Representative



Affidavit for Non-Blacklisting of Firm
[PRINT ON STAMP PAPER]

Non-judicial stamp paper (with a value of Rs. 100)

Date: _____

AFFIDAVIT

It is hereby solemnly confirmed and declared that M/s -----, is declaring on oath that the Applicant:

- is not in *bankruptcy* or liquidation proceedings;
- has *never* been declared *ineligible/blacklisted* by Government / Semi-Government / Agency or Authority or any employer till date due to the any reasons
- is not making any *misrepresentations* or concealing any material fact and detail;
- has not been convicted of, fraud, *corruption*, collusion or money laundering;
- is not aware of any conflict of interest or potential *conflict of interest* arising from prior or existing contracts or relationships which could materially affect its capability to comply with its obligations; and
- does not fall within any of the circumstances for *ineligibility* or disqualifications

(Stamp of Company)
(Signatures of Authorized Rep)

Company Name

Attestation by Oath Commissioner and/or Notary Public



Undertaking for Conflict of Interest

Annex-C

Undertaking

I hereby certify that to my knowledge, there is no conflict of interest involving the vendor named below:

- i. No NEPRA official or employee has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
- ii. No NEPRA official's or employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
- iii. No retired or separated NEPRA official or employee, who has been retired or separated from the organization for less than two (2) years has an ownership interest in vendor's company.
- iv. No NEPRA official or employee is contemporaneously employed or prospectively to be employed with the vendor.
- v. Vendor hereby declares it has not and will not provide gifts or hospitality of any rupee value or any other tokens to any NEPRA official or employee to obtain or maintain a contract.
- vi. Please note any exceptions below:
 - a. Vendor Name: _____
 - b. Vendor Phone No: _____
 - c. Conflict of Interest Disclosure:
 - i. Name and designation of NEPRA Official, employee or immediate family members with whom there may be a potential conflict of interest:

 - ii. Relationship to official:

 - iii. Interest in vendor's company:

 - iv. Any other information:

4. I certify that the information provided is true and correct by my signature below:

Name & Signature of Vendor: _____

Date: _____

CNIC /NTN No: _____

Witness Information:

1. Name: _____
CNIC No.: _____

2. Name: _____
CNIC No.: _____



Contract Agreement**Provision of Security Services at NEPRA Tower**

THIS AGREEMENT for Provision of Security Services at NEPRA Tower (Hereinafter called the "Agreement") is made on __ day of __ 2023.

Between

National Electric Power Regulatory Authority (NEPRA) (hereinafter referred to as the "Client", which expression shall, where the context so permits, be deemed to include its successor-in-interest and permitted assigns) of the one part;

And

M/s _____ (hereinafter referred to as the "Contractor") of the other part;
(The Client and Contractor shall, hereinafter collectively be referred to as the "parties" and individually as the "party")

Recitals

- i) Whereas, the Contractor has shown its intention to provide security services at NEPRA Tower, Attaturk Avenue (East) G-5/1, Islamabad;
- ii) Whereas, the Client is desirous to hire the services of the Contractor and the Contractor has agreed to provide the same to the Client in consideration of the agreed payments to be made by the Client to the Contractor;

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which hereby acknowledged, the Parties agree and covenant as follows:

Scope of Work

The contractor agrees for the provision of the fresh security guards at the NEPRA Tower Islamabad, at the following locations on 12 hours shift basis:

Sr. #	Deployment	1st Shift (12 Hours)		2nd Shift (12 Hours)		Total	
		Armed	Unarmed	Armed	Unarmed	Armed	Unarmed
A	In-gate (Main)	1	1	1	1	2	2
B	Out-gate (Main)	1	1	1	1	2	2
C	Basement - 1	2	1	-	-	2	1
D	Basement - 2	1	2			1	2
E	Rear Side	1	-	2	-	3	-
Total:		6	5	4	2	10	7

No. of Workers/Working Hours:

No of workers mentioned above under scope of service. Minimum deployment must not be less than mentioned above. The working hours per person should not be more than 12 hourly shift at any cost per day.

SECTION-2**General Terms and Conditions**

1. The Contractor shall not transfer, assign, pledge or subcontract the assigned job to any other firm.
2. Taxes would levy as per the rules of the Government.



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3. The Contractor cannot modify or withdraw his offered rates after submission of invoice.
4. The Client shall make payment to the Contractor as per actual after successful delivery of original invoice.
5. In case of any dispute or difference, the case will be settled amicably between both the parties.
6. In the event of failure of amicable settlement of dispute as above, either party of this contract may refer the matter of dispute to arbitration under the provision of Arbitration Act, 1940 and the rules issued thereunder, at Islamabad, Pakistan.
7. The Client can include/exclude terms and conditions if required.
8. The terms & conditions mentioned in the pre-qualification document shall be the part and parcel of this agreement.
9. The contractor agrees that the persons deployed (not less than 17) must be provided minimum wage rate **excluding overtime** as approved by the GOP, which at present is **PKR 25,000/- [Rupees Twenty Five Thousand Only]** duly notified by the Office of the Chief Commissioner Directorate of Industries & Laborur ICT Islamabad vide ADLW-B(20)/ICT/2021-2052 dated April 28, 2022. Any increase or decrease in wage rates as notified by the GoP during the Currency of Contract will be borne by NEPRA *vis a vis* bill/invoice shall be processed accordingly.
10. The contractor agrees that for each shift fresh security guards must be provided who are not above the age of 50 years and below 25 years.
11. The contractor agrees that he will ensure to provide 2 x clean, tidy and decent uniforms along with jackets in winters with one pair of shoes to the deployed human resource.
12. The contractor agrees that all the human resource deployed at NEPRA Tower will be provided with the benefit of EOBI (post superannuation pension) and Social Security (Medicare) Services.
13. The contract can be terminated with one-month advance notice by either of the parties.

Section – 3

CURRENCY OF AGREEMENT

The Agreement shall come into force immediately upon signing by both parties and shall remain valid for three years.

IN WITNESS WHEREOF, THE PARTIES HAVE HEREUNDER SET THEIR HANDS ON THE DAY AND THE YEAR FIRST WRITTEN ABOVE.

For and on behalf of the Client (NEPRA)

For and on behalf of Contractor M/s

(Tufail Ahmed)
Director (Administration)

(_____
CEO

1. Witness

2. Witness

(_____
CNIC No.

(_____
CNIC No. _____

