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SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY GOVERNMENT OF SINDH

HOME SPPRA PUBLIC PROCUREMENT NEWS SEND QUERY SPP ACT 2009 SPP RULES NOTIFICATI

36485 2147483647 Local Government Dept. Karachi Metropolitan Corporation
KMC

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29-01-
2018 MS CM
Karachi

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF MUNICIPAL, SERVICES & GOODS.

- | | |
|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1) NAME OF THE ORGANIZATION/DEPTT. | Karachi Metropolitan Corporation |
| 2) PROVINCIAL / LOCAL GOVT. / OTHERS. | Local Government (KMC) |
| 3) TITLE OF ACCOUNTS | <u>JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A JINNAH ROAD, KARACHI</u> |
| 4) TENDER NUMBER | KMC/MS/CM/24/17-18 |
| 5) BRIEF DESCRIPTION OF CONTRACT | <u>JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A JINNAH ROAD, KARACHI</u> |
| 6) FORUM THAT APPROVED THE SCHEME | Mayor, Karachi |
| 7) TENDER ESTIMATED VALUE | Offer Rate |
| 8) ENGINEER 'S ESTIMATE (FOR CIVIL WORKS ONLY) | N/A |
| 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) | 12 Months |
| 10) TENDER OPENED ON (DATE & TIME) | 19-02-2018 at (02:30 PM) |
| 11) NUMBER OF TENDER DOCUMENTS SOLD (ATTACH LIST OF BUYER) | 04Nos |
| 12) NUMBER OF BID RECEIVED | 04 Nos |
| 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS | 04 Nos |
| 14) BID EVALUATION REPORT (ENCLOSE A COPY) | Copy Attached |
| 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER | M/s Excellent Cleaning & Janitorial Services
Plot No.31, Street no.2/1, Sector-25, Bilal Chowrangi,
Korangi Industrial Area,
<u>Karachi.</u> |
| 16) DATE OF CONTRACT SIGNING (Attach copy of Agreement) | 02-07-2018. |
| 17) CONTRACT AWARD PRICE | Rs.94,74,114/- |
| 18) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1 st , 2 nd , 3 rd EVALUATION BID) | 1 st Lowest Bidder |

19) METHOD OF PROCUREMENT USED (TICK ONE)

a) SINGLE STAGE – ONE ENVELOPE PROCEDURE	✓
b) SINGLE STAGE – TWO ENVELOPE PROCEDURE	X
c) TWO STAGE BIDDING PROCEDURE	X
d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE	X
e) IN CASE OF CONSULTANCY	

Least Cost

(i) QCBS	N/A
(ii) QBC	N/A
(iii) CQS	N/A

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED I.E. EMERGENCY, DIRECT CONTRACTING / NEGOTIATION ETC. WITH BRIEF REASONS.

20) APPROVING AUTHORITY FOR AWARD OF CONTRACT Mayor, KMC

21) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

YES	✓	NO	
-----	---	----	--

22) ADVERTISEMENT:

i) SPPRA WEBSITE (IF YES, GIVE DATE & SPPRA IDENTIFICATION NO.)	YES ✓	EVID No2331/18.
	NO	
ii) NEWS PAPER (IF YES, GIVE DATE & SPPRA IDENTIFICATION NO.)	YES ✓	Daily Dawn (English), Daily Express (Urdu) & Waka (Sindhi) Dated 25-01-2018
	NO	

23) NATURE OF CONTRACT

Domestic/ Local	Local ✓	Int.	No
-----------------	---------	------	----

24) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS? (IF YES, ENCLOSE A COPY)

YES	✓	NO	
-----	---	----	--

25) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS? (IF YES, ENCLOSE A COPY)

YES	✓	NO	
-----	---	----	--

26) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

YES		NO	✓ N/A
-----	--	----	-------

27) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

YES	✓	NO	
-----	---	----	--

28) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID(IN CASE OF CONSULTANCIES)

YES	✓	NO	
-----	---	----	--

29) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLAINT?

YES	✓	NO	
-----	---	----	--

- 30) WHETHER INTEGRITY PACT WAS SIGNED
(If yes, enclose a copy)
- | | | | |
|-----|--|----|---|
| Yes | | No | ✓ |
|-----|--|----|---|
- 31) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?
- | | | | |
|-----|---|----|--|
| YES | ✓ | NO | |
|-----|---|----|--|
- 32) WHETHER EVALUATED REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT? (ATTACH COPY OF THE BID EVALUATION REPORT)
- | | | | |
|-----|---|----|--|
| YES | ✓ | NO | |
|-----|---|----|--|
- 33) ANY COMPLAINT RECEIVED
IF YES, RESULT THEREOF
- | | | | |
|-----|--|---|--|
| YES | | | |
| NO | | ✓ | |
- 34) ANY DEVIATION FROM SPECIFICATION GIVEN IN THE TENDER NOTICE / DOCUMENTS (IF YES, RESULT DETAILS)
- | | | | |
|-----|--|---|--|
| YES | | | |
| NO | | ✓ | |
- 35) WAS THE EXTENSION MADE IN RESPONSE TIME?
(IF YES, GIVE REASONS)
- | | | | |
|-----|--|---|--|
| YES | | | |
| NO | | ✓ | |
- 36) DEVIATION FROM QUALIFICATION CRITERIA (F YES, GIVE DETAILED REASONS)
- | | | | |
|-----|--|---|--|
| YES | | | |
| NO | | ✓ | |
- 37) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?
- | | | | |
|-----|---|----|--|
| YES | ✓ | NO | |
|-----|---|----|--|
- 38) WAS A VISIT MADE BY ANY OFFICER / OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(IF YES, ENCLOSE A COPY)
- | | | | |
|-----|--|----|---|
| YES | | NO | ✓ |
|-----|--|----|---|
- 39) WERE PROPER SAFEGAURDS PROVIDING ON MOOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARENTTEE ETC)?
- | | | | |
|-----|--|----|-------|
| YES | | NO | ✓ N/A |
|-----|--|----|-------|
- 40) SPECIAL CONDITIONS, IF ANY
(IF YES, GIVE BRIEF DESCRIPTION)
- | | | | |
|-----|--|---|--|
| YES | | | |
| NO | | ✓ | |

Signature & Official Stamp of **DIRECTOR (CM)**
 Authorized Officer _____
 Municipal Services Department
 Karachi Metropolitan Corporation

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi.
 Tele: 021-9205356; 021-9205369 & Fax: 021-9206291



KARACHI METROPOLITAN CORPORATION
MUNICIPAL COMMISSIONER SECRETARIAT
OFFICE OF THE DIRECTOR (CONTRACT MANAGEMENT WING)
Room No.19, 2nd Floor, KMC Head Office M.A. Jinnah Road Karachi
Phone No.021-99215795 Fax: 021-99216724

No. Dir/CM/MCS/KMC/ 680/2018

Dated 06-08-2018

M/s Excellent Cleaning & Janitorial Services,
Plot No.31, Street no.2/1, Sector-25, Bilal Chowrangi,
Korangi Industrial Area,
Karachi.

WORK ORDER


SUBJECT: - JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A JINNAH ROAD, KARACHI.

Reference:- 1. Agreement executed on 02-07-2018

The Competent Authority has been pleased to award you a contract for the above mentioned work at a total cost of **Rs.94,74,114/- (Rupees: - Ninety Four Lacs Seventy Four Thousand One Hundred Fourteen Only)**. You are therefore directed to contact the Director (MPH), MS, KMC to obtain necessary instructions to carry out the work.

Please note that the work should be carried out strictly according to specifications attached with agreement and as per directives of Director (MPH), MS, KMC, throughout the maximum contractual period i.e 12 Months.

In case you failed to commence the work within Two (02) days after the receipt of Work Order, a Penalty at the rate **(0.1% of Contractual Amount with maximum of 10% (Clause 7.4 of CC)** will be charged and action will be taken against you as per terms & conditions of the agreement.


**Director (CM) Wing,
MC Secretariat, KMC**

C.C. to: -

1. Secretary to Mayor, Karachi.
2. P.S to Municipal Commissioner, KMC.
3. Director (MPH), MS, KMC.
4. Office file



**KARACHI METROPOLITAN CORPORATION
MUNICIPAL SERVICES DEPARTMENT**

TENDER DOCUMENTS

**JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A
JINNAH ROAD, KARACHI**

Estimated Cost:-	Offer Rate	Tender Cost:	Rs. 3,000/-
Time Limit:-	12 Months	Penalty	Annexure "C"
To be Opened on:-	19-02-2018	Validity of Tender:	90 Days and extension as per SPP Rules)

DIRECTOR (CM)
Municipal Services Department
Karachi Metropolitan Corporation

Tender Issued:

No: KMC/MS/ CM/24//17-08

Issue to M/s. Excellent
Cleaning & Janitorial
Services.

Pay Order No. 15751935

Dated 19-01-2018

Bank: HBL ICME Br Kar

Signature & Stamp of Issuing Authority
Accountant
Contract Management
Municipal Services,
K.M.C.

Page 1 of 24

**JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A
JINNAH ROAD, KARACHI**
Eligibility & Minimum Qualification Criteria

The evidence / documents for the following minimum qualification / eligibility criteria will be checked during opening process of tender prior to technical & financial evaluation & if anyone is missing then the tender will be summarily rejected at the moment by the tender opening committee.

PART-A: Eligibility Criteria

- Valid NTN Certificate
- Valid Professional TAX
- Valid SRB
- Registration with E.O.B.I
- Registration with Sessi

PART-B:

Minimum Qualification Criteria

- i. Tender should be in properly sealed envelope.
- ii. Bid Security, as mentioned in the NIT & Bidding Documents, is furnished.
- iii. All rates quoted including the total amount of the bid shall be in figures & words (both).
- iv. All corrections / overwriting shall be clearly re-written with initials & duly stamped by the bidder.
- v. The bid shall be properly signed, named & stamped by the authorized person of the firm and authorization letter for signatory shall be enclosed with the tender by the authorized person, if other than the signatory of the firm.
- vi. Minimum turn over 3 years of more than Rs10.00 million/-
- vii. Experience period in relevant field 3 years or more.
- viii. A declaration confirming that bidder is not black listed / involved in any allegation in any Government, Semi Government or any Public Sector Autonomous Bodies, (Affidavit on Stamp Paper of Rs.100/-to be provided).





KARACHI METROPOLITAN CORPORATION

OFFICE OF THE DIRECTOR (CONTRACT MANAGEMENT)

MUNICIPAL SERVICES DEPARTMENT

Room No.19, 2nd Floor, KMC Head Office M.A. Jinnah Road Karachi

Phone No.021-99215795

PRICE SCHEDULE

(ON OFFER RATE BASIS)

UBJECT: - JANITORIAL SERVICES of KMC HEAD OFFICE BUILDING, M.A JINNAH ROAD, KARACHI

BILL OF QUANTITIES

Item No	Description	Quantities / Unit	Each Working Day		
			Rate per unit	Total Amount	
				In figure	In Words
2	3	4	5	6	
A	Surrounding / Open Area				
1.	Cleaner / Janitor	05	31,200	156,000	One Hundred Fifty Six Thousand
2.	Supervisor	01	31,200	31,200	Thirty One Thousand Two Hundred.
B	Main Building including Wash Rooms				
1	Cleaner / Janitor	24	31,200	748,800	Seven Hundred Forty Eight Thousand Eight Hundred.
2.	Supervisor	02	31,200	62,400	Sixty Two Thousand Four Hundred.
Total Rate:				998,400	Nine Hundred Ninety Eight Thousand Four Hundred.

No Correction / overwriting in this page

NOTE: Rebil- Discount- 8% on every unit- price

Excellent Cleaning & Janitorial Services Kar-hyd.



Item No	Description	Quantities / Unit	Rate per unit	Optional (Saturday, Sunday or Any Holiday)	
				Total Amount	
				In figure	In Words
1	2	3	4	5	6
A	Surrounding / Open Area				
	1. Cleaner / Janitor	02	690	1,380	One Thousand Three Hundred Eighty.
B	Main Building including Wash Rooms				
	1 Cleaner / Janitor	04	690	2,760	Two Thousand Seven Hundred Sixty.
	2. Supervisor	01	690	690	Six Hundred Ninety.
				Total	4,830
Total Amount in Words: <u>Four Thousand Eight Hundred Thirty.</u>					

1. All Working Day

No Correction/over charging in this page

Total Bid Amount shall be calculated as follows:-

Estimate 300 Working Day = Total Rate Quoted Per Working Day x 300 Day = Rs. 11,980,800 /- P. Year ..I

2. All Optional Day

Total Bid Amount shall be calculated as follows:-

Estimate 65 Saturday & Holiday = Total Rate Quoted For Each Sat/ holiday x 65 Day = Rs. 313,950 /-

P. Year..II Over all Total Bid amount (I+II) = Rs. 12,294,750. (In Words) &

Rs. Twelve Million Two Hundred Ninety Four Thousand Seven Hundred Fifty. (In Figure) Per Year

Rebit- 8% Discount on every unit price
M. A. M.
Excellent Cleaning & Janitorial Services
Kar-hya.

[Signature]

[Signature]

[Signature]



Note: Bid Should be based on total (Including Optional Bid Amount).

Cost should include all taxes & duties including Income & SRB Taxes which ever applicable.

I/We quoted the price schedule including all admissible taxes & duties with supply at the KMC Premises and I have attached a Bid Security in shape of Pay Order / Bank Guarantee

to 04168270 Dated 19/02/2018
(Pay Order / Bank Guarantee)

issued from MEEZAN BANK Amounting Rs. 250,000
(In Figure)

Rupees Two Hundred Fifty Thousand only) in favour of Karachi Metropolitan Corporation (KMC).
(In Word)

We / I have read all existing terms & conditions of Karachi Metropolitan Corporation and SPP Rules 2010 (amended 2017) and agreed to abide all of them.

Signature

Signature of Bidder with Stamp

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& Janitorial Services
Kar-hyd.

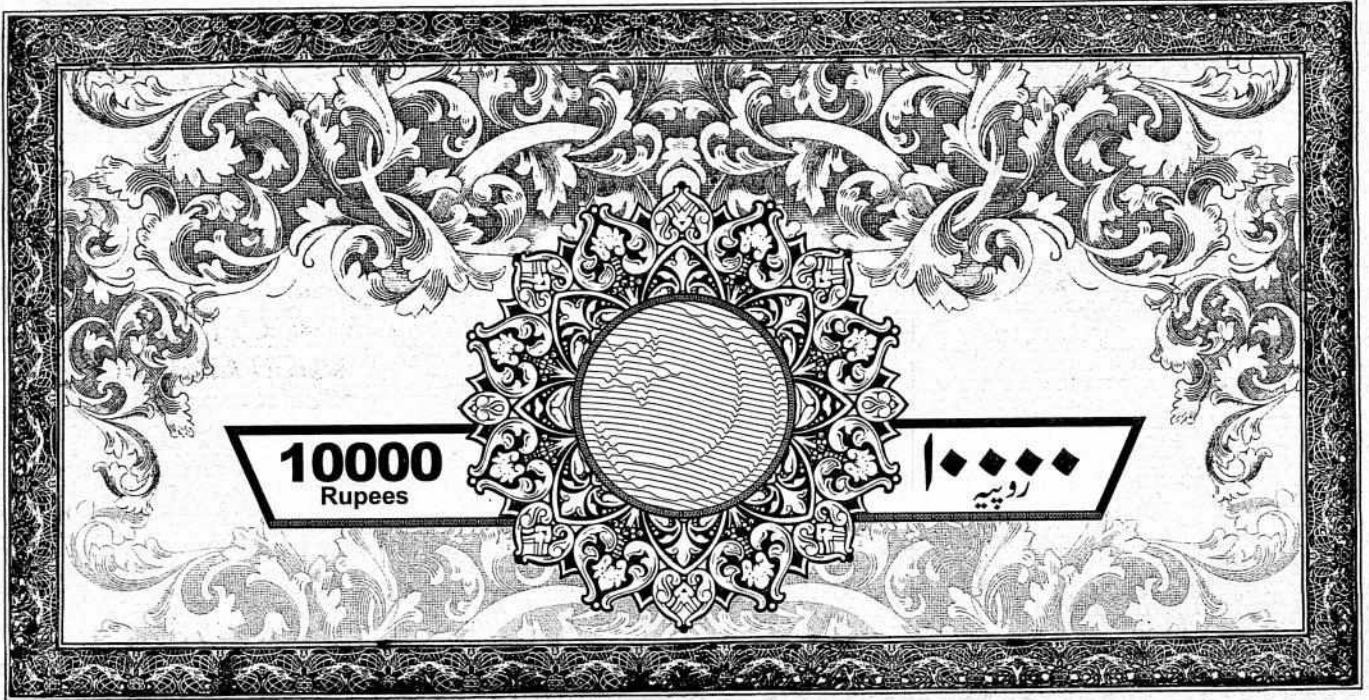
1. Tender received in Sealed / Unsealed
Tape sealed/Gum seal cover.
2. P.O. No:(s) 04168270 dated 19-2-2018
for Rs. 250,000/- of Earnest Money
is/are attached/not attached.
3. No: correction/Correction/~~No cutting/~~
cutting in rates.
4. Rates written/not written in words
5. Rates quoted (in) 1,22,94,750/-
one crore Twenty Two Lacs Ninety
Four Thousand Seven Hundred Fifty only.

Signature
CHAIRMAN
Director (CH) NS
KMC

Signature
MEMBER
EX: Engineer Incharge
Building KMC Head Office

Signature
MEMBER
EX: Engineer (W&S)
GOS.





STAMP OFFICE CITY COURT, KARACHI

Issued to Khawar Aali
 CNIC/LEG No. 11111
 Vide D.S.R. No. 16 Dt. 28.05.18
 On behalf of Challan No. 204 D.D. 5.18
 for the purpose of 16
 Entry No. 16 Dt. 28.05.18
 Ex Officer Touqeer

(RUPEES TEN THOUSAND ONLY)

Stamp Value Rs.33,159/-

AGREEMENT

Project: JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A JINNAH ROAD, KARACHI.

Cost: Rs.94,74,114/- (Rupees: - Ninety Four Lacs Seventy Four Thousand One Hundred Fourteen Only).

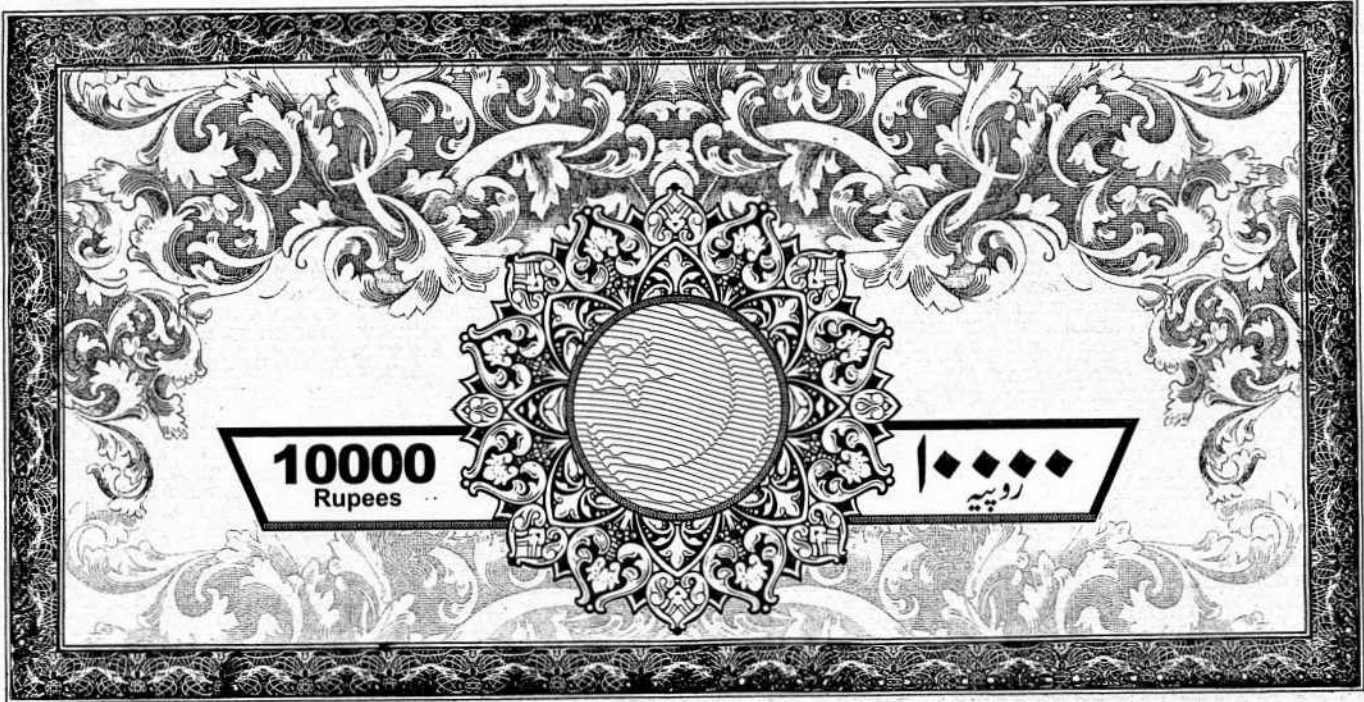
Completion Time: 12 Months (As per Scope of Work at Annexure-A, & Schedule of Operation Annexure-B).

Penalty: 0.01% of Contractual Amount Per Day with maximum of 10% (Clause 7.4 of cc).

This Agreement is made on this 02nd July 2018 at Karachi between the Karachi Metropolitan Corporation through its Director (CM) Wing, MC Secretariat, KMC hereinafter called the "KMC", (which expression shall mean and include his successors) on the One Part and M/s. Excellent Cleaning & Janitorial Services, having their office at Plot No.31, Street No.2/1, Sector-25, Bilal Chowrangi, Korangi Industrial Area, Karachi, through their M/s. Excellent Cleaning & Janitorial Services, hereinafter call the "Contractor" (which expression shall mean and include his successors, heirs, executors, administrator and assignees) on the Other Part.

Whereas the KMC has accepted the tender of the Contractor dated 19-02-2018 on Offer Rate Basis amounting to Rs.94,74,114/- completion of the work namely JANITORIAL SERVICES OF KMC HEAD OFFICE BUILDING, M.A JINNAH ROAD, KARACHI at a cost of Rs.94,74,114/- (Rupees: - Ninety Four Lacs Seventy Four Thousand One Hundred Fourteen Only), within a period of 12 Months (As per Scope of Work at Annexure-A & Schedule of Operation at Annexure-B), and as per Terms & Conditions attached herewith, which are part & parcel of the agreement. Penalty Rs. 0.01% of Contractual Amount Per Day with maximum of 10% (Clause 7.4 of cc) per day, according to the specification and general

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& Janitorial Services
Kar-hyd.



STAMP OFFICE CITY COURT, KARACHI

(RUPEES TEN THOUSAND ONLY)

Issued to Mansoor Ali
 CNIC/LEG No. 11116
 Vide D.S.R. No. 16 Dt. 28.5.18
 On behalf of Challan No. 224 Dt. 28.5.18
 for the purpose of 111
 Entry No. 16 Dt. 28.5.18
 Ex Officio Treasurer

conditions of the contract signed by the Contractor after having made himself fully acquainted with their meaning.

AND WHEREAS the Contractor has already furnished with the KMC alongwith the bid a sum of **Rs.2,50,000/- (Rupees: Two Lacs Fifty Thousand Only)** Vide **P.O.No.04168270 Dated 19-02-2018, From Meezan Bank Razi Road Branch Karachi,** on account of Bid Security for the said contract deposited in HBL KMC Head Office Branch.

AND WHEREAS the Contractor has already furnished / deposited a pay order **P.O.No.04168270 Dated 19-02-2018, From Meezan Bank Razi Road Branch Karachi** for an amount of Rs.2,50,000/- (2.00% of Performance Security amount which is 10%) Remaining Balance of 8.00% will be deducted from Running Bills. Retention Money / Performance Security (10%) will be released after satisfactory completion of work i.e. 12 Months

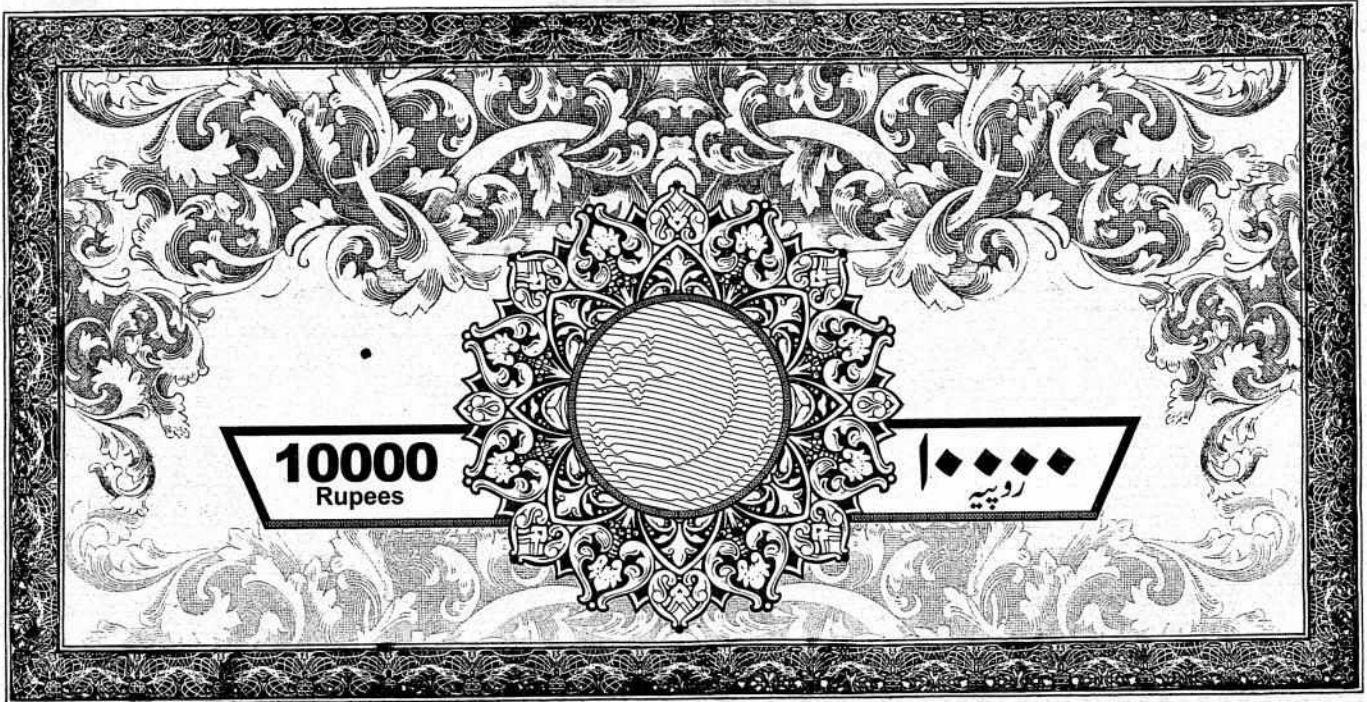
AND WHEREAS the Contractor has given a lien to the KMC over the Security and Performance Bond for due fulfillment of the contract and does hereby bind himself, his heirs, successors legal representative and assignee to pay to the KMC, penalty through forfeiture of the said Security and the Performance Bond in case of breach of any condition of the contract without prejudice to the right of KMC to recover the damages from the Contractor for any such breach as per condition of the contract.

AND WHEREAS the following documents shall be deemed to from and be read and construed as part of this Agreement.

- I. Notice inviting tenders.
- II. Tender documents marked 01/04 and dated 19-02-2018 including terms and conditions, BOQ, specifications and drawings.
- III. Scope of Work (Annexure-A)
- IV. Schedule of Operation (Annexure-B)

Signature
**Excellent Cleaning
 & Janitorial Services**

2/7



STAMP OFFICE CITY COURT, KARACHI

Issued to Khanwar Adil
 CNIC/LEG No. 11919
 Vide D.S.R. No. 16 Dt. 20.5.10
 On behalf of Challan No. 289 Dt. 20.5.10
 for the purpose of S.O
 Entry No. 16 Dt. 20.5.10
(Signature)
 Ex Officio Treasurer

(RUPEES TEN THOUSAND ONLY)

AND WHEREAS in consideration of the payments to be made by the KMC to the Contractor as hereinafter mentioned the Contractor hereby covenants with the KMC to execute and complete the work and remedy the defects therein in all respect in conformity with the provision of the contract.

AND WHEREAS the KMC hereby covenants to pay to the Contractor in consideration of execution and completion of the work and remedy of defects therein, contract price of such other sum as may become payable under provision of the contract.

AND WHEREAS the Contractor binds himself to execute and complete the work according to specification and Scope of Work (enclosed at Annexure-A) and to pay to the KMC, compensation for delay as per relevant clause of the conditions of contracts in case he does not perform under this contract and fails to complete the work within the specified time.

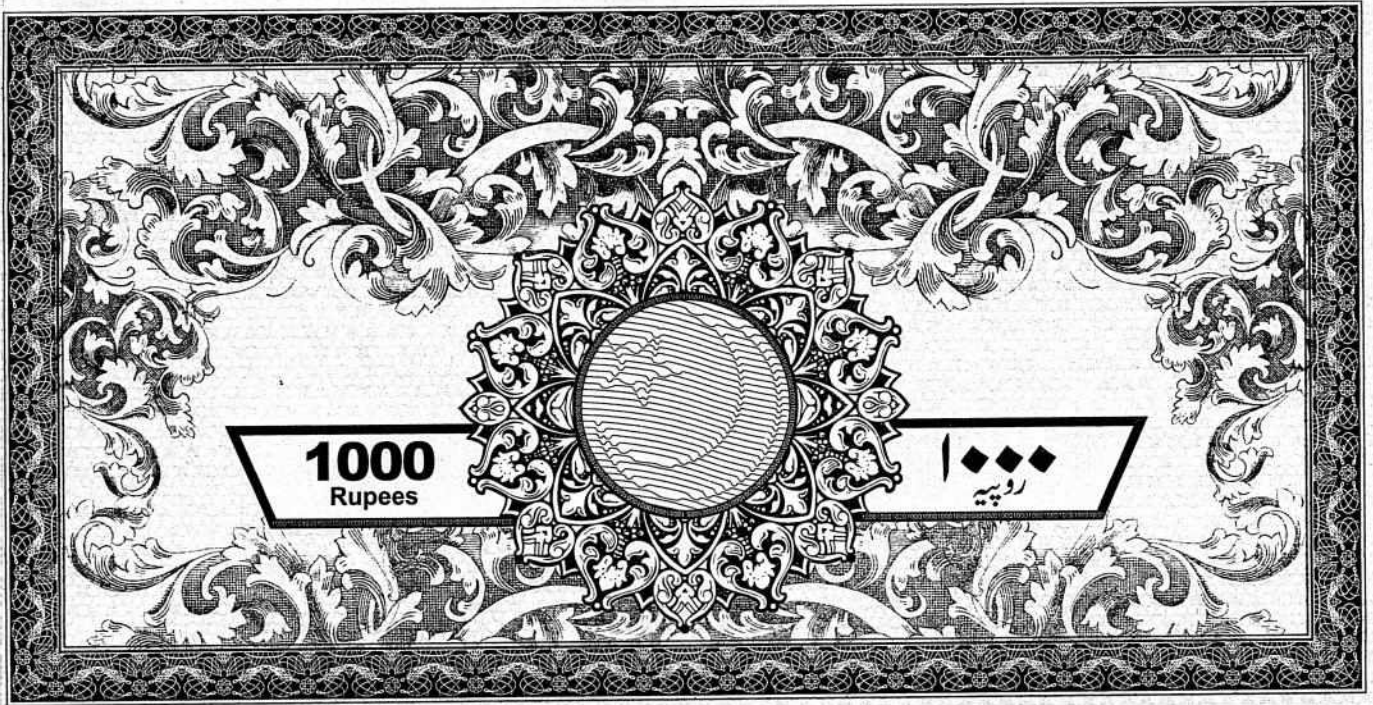
AND WHEREAS in case of any disagreement / dispute on technical matters and those relating to execution of project the decision of the KMC, will be final conclusive and binding on the Contractor.

NOW THEREFORE THIS AGREEMENT WITNESSETH that the KMC and the Contractor shall respectively and well truly carry out and fulfill the contract and abide by all terms and conditions and specifications thereof.

(Signature)

(Signature)
**Excellent Cleaning
& Janitorial Services
Kar-hyd.**

3/7



SIKANDAR IMRAN STAMP VENDOR
 Licence No. 88, Seat No. 19, City Court Karachi.
 S. No. 18427 DATE
 ISSUED TO WITH ADDRESS
 THROUGH WITH ADDRESS MALIK SHER AFSAR Advocate
 PURPOSE
 VALUE RS (ATTESTE
 STAMP VENDOR'S SIGNATURE

30 MAY 2018

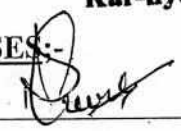
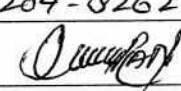
(RUPEES ONE THOUSAND ONLY!)

IN WITNESS WHEREOF the said parties have set their respective hands on this 02nd July - 2018.

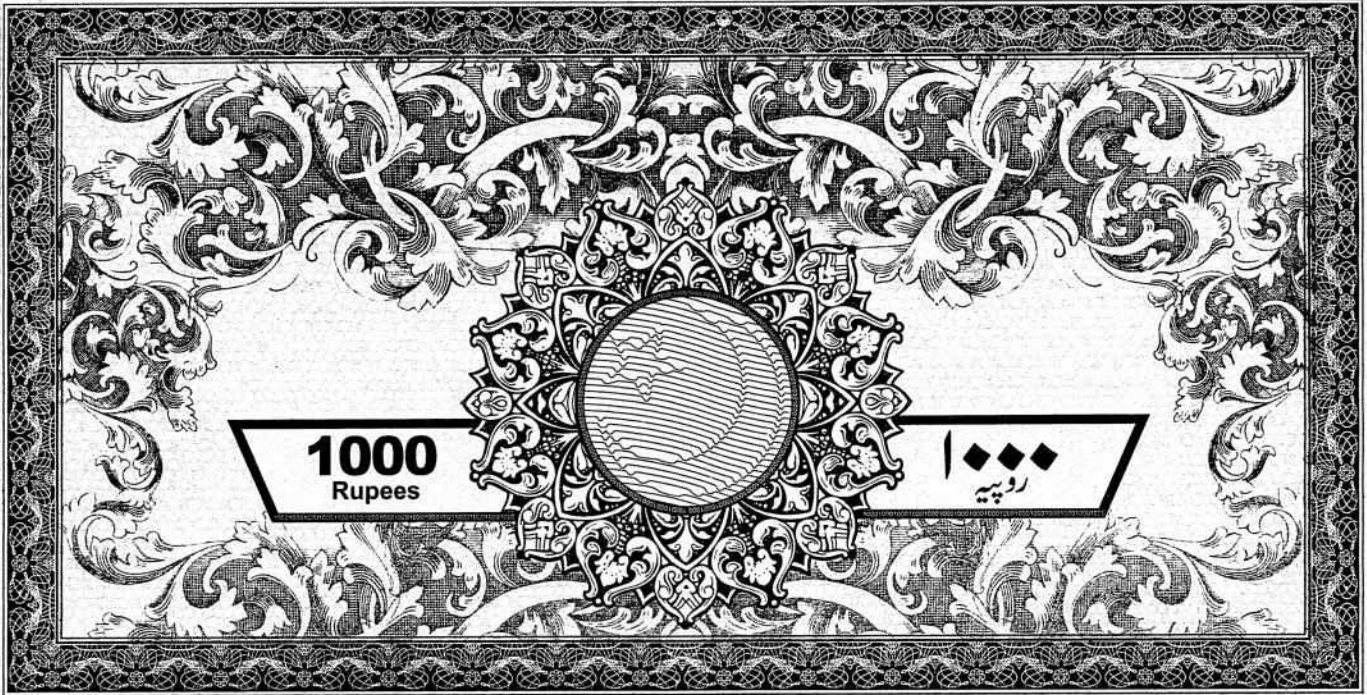
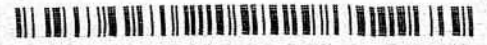

M/s. Excellent Cleaning & Sanitation Services
Kar-hyd.


Director (CM) Wing, MC Secretariat, KMC
Director
Contract Management
MC, Secretariat, KMC

WITNESSES:-

1. 
SAFEER MUMTAZ
44204-82621905
2. 
IMRAN BHATTI
42301-4687965-9

4/7



SIKANDAR IMRAN STAMP VENDOR

Licence No. 88, Seat No. 19, City Court Karachi.

S. No. 19420 DATE 30 MAY 2018

ISSUED TO WITH ADDRESS

THROUGH WITH ADDRESS MALIK SHER APSAR Advocate

PURPOSE

VALUE RS (ATTESTED)

STAMP VENDOR'S SIGNATURE

(RUPEES ONE THOUSAND ONLY)

Annexure-A

SCOPE OF WORK.

A. The Scope of work Main Building including Material as follows:-

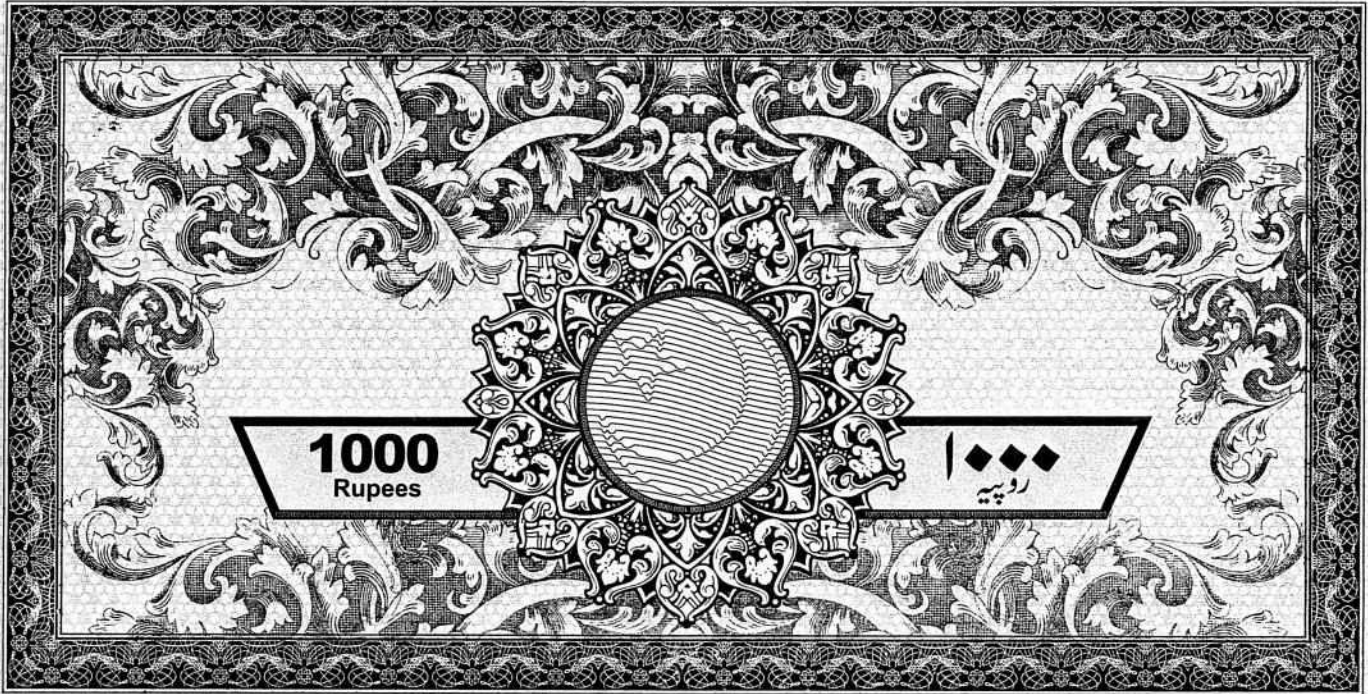
1. The initial area assigned shall be All Offices, All Rooms, and Attached & General Toilets. Lift, Lobby, Stairs, Roof Top and other area allocated by the administration (Site Visit is permissible on any day).
2. The contractor shall clean all Toilets, Washbasins, Glasses, Windowpanes, Doors, Wall tiles and stairs of the concerned area.
3. Sweeping / Brooming of floor followed by mopping.
4. To empty and clean all trash bins.
5. Cleaning and mopping of all cateresses of the area assigned
6. Cleaning and sweeping all walls interior & exterior
7. Cleaning of window blinds and fans twice a month
8. Washing of all floors with scubbing machine monthly
9. Used disinfectant material where necessary
10. Daily vacuum cleaning of carpet area (if any).
11. Soap Tissue on time

B. The Scope of work surrounding / open area including Material as follows:-

1. The initial area assigned shall be all open areas, all surrounding roads & foot paths etc.
2. The contractor shall clean all roads with brooming.
3. Sweeping / Brooming of all foot paths.
4. To empty and clean all trash bins.
5. Removing of Debris.
6. Cleaning and sweeping all walls
7. Removing of Pan spots.

Signature
**Excellent Cleaning
 & Janitorial Services
 Kar-hyd.**

5/7



SIKANDAR IMRAN STAMP VENDOR
Licence No. 88, Seat No. 19, City Court Karachi.
S. No. 13385 DATE
ISSUED TO WITH ADDRESS M. MOOSA BALOCH
THROUGH WITH ADDRESS Advocate
PURPOSE
VALUE RS (ATTESTED)
STAMP VENDOR'S SIGNATURE

30 MAY 2018

(RUPEES ONE THOUSAND ONLY)

Annexure-B

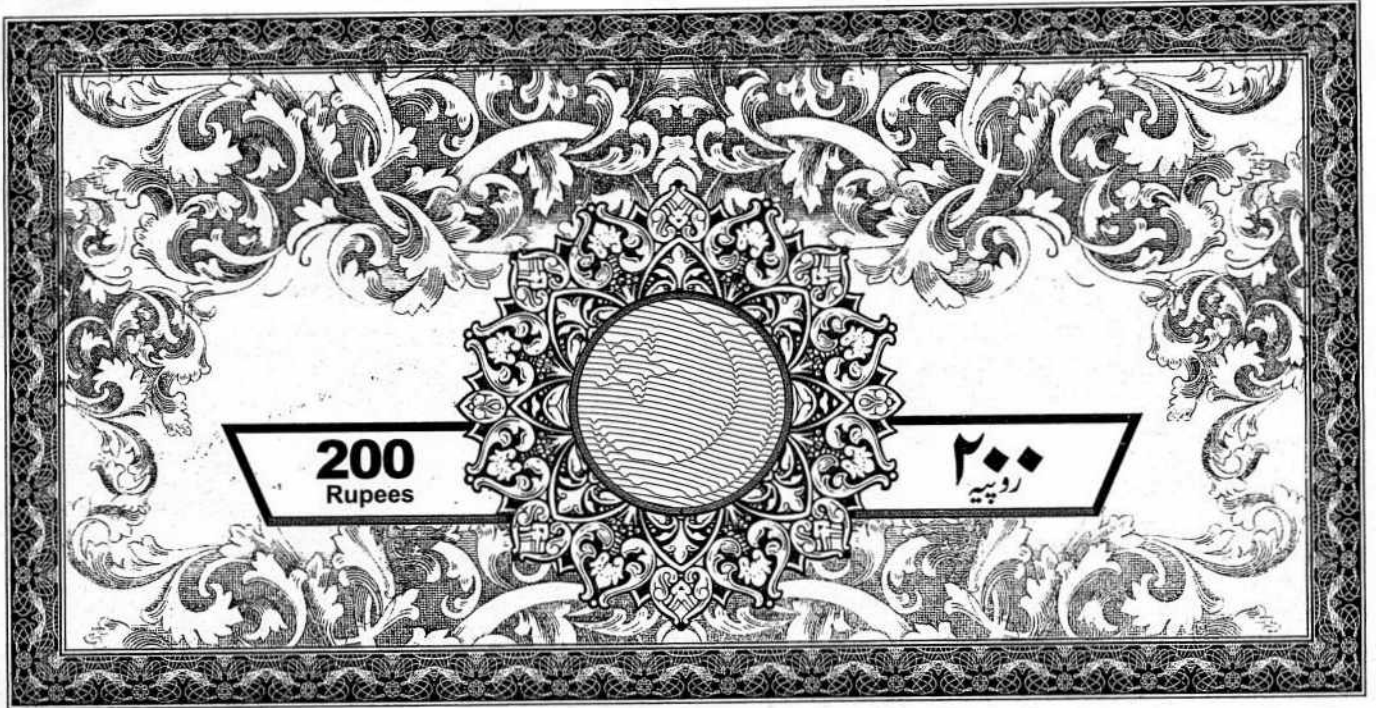
Schedule of Operation is as follows:-

Area	All working days	Optional	
		Saturday	Sunday or any Holiday
Open Area	8 A.M TO 5 P.M	8 A.M TO 5 P.M (02 persons)	8 A.M TO 5 P.M (02 persons)
Main Building	8 A.M TO 5 P.M	8 A.M TO 5 P.M (02 persons)	8 A.M TO 5 P.M (02 persons)
Washrooms of Main Building	8 A.M TO 8 P.M	8 A.M TO 5 P.M (02 persons)	8 A.M TO 5 P.M (02 persons)

Signature
**Excellent Cleaning
& Janitorial Services
Kar-hyd.**

6/7

C229706



SIKANDAR IMRAN STAMP VENDOR
Licence No. 88, Seat No. 19, City Court Karachi.

S. No. 19268 DATE

ISSUED TO WITH ADDRESS

THROUGH WITH ADDRESS **ABDUL HAFEEZ**
Advocate

PURPOSE

VALUE RS (ATTESTED)

STAMP VENDOR'S SIGNATURE

30 MAY 2018

RUPEES TWO HUNDRED ONLY

*Excellent Cleaning
& Janitorial Services
Kar-hyd.*

Annexure-C

PRICE SCHEDULE

Sr.#	Description	Quantity	Unit	Rate Per Day	Rate (Per Month)	Total Amount (per Day)	Total Amount (300 Days)
1	2	3	4		5		6
	Each Working Day						
A	Surrounding / Open Area						
1	Cleaner / Janitor	5	Each	1040	31200	5200	1,560,000
2	Supervisor	1	Each	1040	31200	1040	312,000
B	Main Building including Wash Rooms						
1	Cleaner / Janitor	24	Each	1040	31200	24960	7,488,000
2	Supervisor	2	Each	1040	31200	2080	624,000
						Total Per Day	9,984,000
						Total of 300 Days	9,984,000
						Add Special Rebate 8% (---)	798,720
						Total of 300 Days	9,185,280
	Optional						
	(Saturday, Sunday or Any Holiday)						
A	Surrounding / Open Area						
1	Cleaner / Janitor	2	Each		690		1,380
B	Main Building including Wash Rooms						
1	Cleaner / Janitor	4	Each		690		2,760
2	Supervisor	1	Each		690		690
						Total	4,830
						Total of 65 Days	313,950
						Add Special Rebate 8% (---)	25,116
						Total of 65 Days	288,834
						G. Total 300+65 Days	9,474,114

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