



SINDH AGRICULTURE UNIVERSITY TANDOJAM

Fax No: 022-2765300 Phone No: Exch: 022-2765532 email: psa@sau.edu.pk

NOTICE INVITING TENDER

The Sealed bids for the Outsource Security (Security Services) are invited on **Single Stage single envelop procedure** from all interested Firms / Dealers/ Suppliers meeting the eligibility criteria (SBR, FBR, GST & Income Tax Registered Firms).

Sr #	Descriptions	Tender fee	Earnest money	Date of purchase	Date of submission of bids	Purchase from
01	Outsource Security Service	1000	3% (Should be calculate at yearly cost)	12.07.2017 to 26.07.2017	27.07.2017	Purchase & Store Office

Tender documents will be hoisted and can be downloaded at SPPRA and SAU Tandojam website from **12.07.2017 to 26.07.2017**. also further details and bid documents can be obtained from office of the Purchase & Store Section in above mentioned dates during office hours on receipt of Demand Draft/Pay order of Rs.1000 as a cost of tender fee (non-refundable) or may submit the tender documents along with tender fee.

The last date for submission of tender is fixed on **27.07.2017 at 12:00 P.M** which will be opened on same day i.e. **27.07.2017 at 1:00 P.M** in the office of Chairman, University Purchase Committee (UPC), Sindh Agriculture University, Tandojam in presence of bidders. If government declares holiday, the bids shall be submitted and opened as per given schedule on the next working day.

The Competent Authority reserves the right to reject any or all bids subject to relevant provision of SPPRA Rules 2010 (Amended 2013).

All Governmental taxes are applicable on bill.

DIRECTOR FINANCE
Sindh Agriculture University
Tandojam

TENDER NOTICE FOR OUTSOURCE SECURITY (SECURITY SERVICES) FOR
KHAIRPUR COLLEGE OF AGRICULTURAL ENGINEERING & TECHNOLOGY
CONSTITUTE COLLEGE OF SINDH AGRICULTURE UNIVERSITY, TANDOJAM

• GENERAL TERMS AND CONDITIONS:

- The University would adopt the **Single Stage-Single Envelope Procedure**.
- The tenderers responding to tender Notice shall be deemed to be agreeable to the terms contained and conditions herein.
- All the terms and conditions laid down in the tender shall be bidding on the tenders.
- The tender form should be filled in neatly, legibly and carefully.
- The Sindh Agriculture University, Tando jam will process the tender as per its norms & procedures in the light of SPPRA rule 2010 (Amended 2013)
- The security staff provided by the security service provider shall not be used by the client for any purpose other than contracted for.
- If desired by the client six monthly firing practices will be conducted in the presence of the client's representative, for which the client will pay the scale of rounds per guard.
- The under no circumstances would the security service provider or its personnel regarded as the client's employees.
- The client will take all precautionary measures (as per ISO charter) within the factory/ premises / establishment etc to avoid any damage, loss or injury to guards and provide necessary equipment and administrative facilities (accommodation, first aid, electricity, toilet, emergency telephone, drinking water) to facilitate the accomplishment of task.
- The Terms & Conditions may not be waived or modified except in writing and signed by both the authorized representatives of the security service provider and client.
- At the time of termination of the Agreement, all the dues of the security service provider shall be cleared by the client before vacation from the premises.
- Tenders must be enclosed in a properly sealed envelopes addressed to the Director Finance, Sindh Agriculture University, Tandojam, the tenders must be super- scribed, "Tender for outsource Security (Security Service) for the campus"
- The quantity can be increased or decreased as per requirement from time to time.
- The bidder shall keep all information which may come to knowledge in strict confidence.
- The bidder will undertake to identify the Sindh Agriculture University Tandojam or its constituent campus and for any loss or any damage caused to the College where deployment will be made on account of negligence of guards.
- The bidder shall be responsible for his employee's Discipline, pay rolls, Taxes and all other payments required under Government laws in Force.
- The bidders should submit affidavit to the effect that the firm / contractor have not been black listed previously by any executing procuring agency.

- The bidders should submit affidavit to the effect all the documents, particulars & information furnished are true & correct.
- The tenders shall be opened in the presence of the bidders or authorized representatives on the date and time mentioned in the tender notice / documents. In case, the date of opening falls as holiday declared by the institute will be opened on next working day, following the holiday, at the scheduled time.
- Authorized signatory should sign in all the pages of the tender documents. Bids without signatures authorized signatory will be rejected.
- All the columns of the tender documents shall be duly, properly and exhaustively filled in. The rates and units shall not be over-written. Quotations shall always be both in the figures & words. The word "No Quotations" should be written across any or all of the items in the schedule for which tenders does not wish to tender.
- No alteration should be made in any of the terms and conditions of the tender or overwriting in the rates.
- The Competent Authority may reject any or all bids subject to the relevant provision of SPPRA Rules 2010 (Amended 2013).

2. ELIGIBLE BIDDERS SHOULD MEET THE FOLLOWING MINIMUM QUALIFICATION CRITERIA:-

- The bidder (i.e Security Service provider) must be registered with home department Government of Sindh, Karachi
- The bidder will be providing arms / ammunitions required by all its Security Officer / Supervisor / Guards for effective duties. Licensed weapon like bore Shot Gun, Bore Pistols / Revolver will be used by the Agency.
- The bidder shall be responsible for replacement of guards in case of sickness, leave and any weapon found unserviceable.
- The bidder should submit evidence of at least 05 years successful experience of same service of any University or large reputed organization in this regard the bidder must submit evidence like (Name & Nature of the work and their location with contact numbers)
- The bidder should be registered with taxation authorities and submit the registration certificates of FBR, SRB etc.
- Annual turn-over for last three (03) years (copy must be attached).
- Minimum three (03) years income tax return (copy must be enclosed).

TENDER FEE, BID SECURITY AND PERFORMANCE SECURITY:

- Bids must be accompanied by Tender Fee of Rs: 1,000/- in form of Pay Order/ Demand Draft (DD) in favor of Director Finance, Sindh Agriculture University, Tandojam.
- All the tender documents must accompany an amount of 3% earnest money (total yearly amount of quoted bid price) in form of pay order/Demand Draft in the name of Director Finance, Sindh Agriculture University, Tandojam.
- Performance security 0.2% of the total bill shall be retained and refundable after completion of satisfactory job.

• **VALIDITY OFFER:**

- Offers shall be valid as per SPPRA rule (90 days).
- Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.
- The Agreement initially for one year (extendable, subject to performance satisfactory). If not satisfied the Agreement may however be terminated by giving 45 days' notice either party.

TERMS OF PAYMENT:

- No payment shall be made in advance to the Contractor/Firm as mobilization advance.
- Payments shall be made through cross Cheque in the Pak Rupees.
- Taxes will be deducted at source as per government rules at the time of payment.
- That client is responsible to pay off the salaries of the security guards available on sight as per attendance register/sheet and service charges of the company (service provider) within fifteen days as per invoice bill for the related period.

**TENDER NOTICE FOR OUTSOURCE SECURITY (SECURITY SERVICES) FOR
KHAIRPUR COLLEGE OF AGRICULTURAL ENGINEERING & TECHNOLOGY
CONSTITUTE COLLEGE OF SINDH AGRICULTURE UNIVERSITY, TANDOJAM**

Sr. #	Description	Shift	Quantity	Rate / month	Total Amount
01	Outsource Security (Security Services) for Khairpur College Of Agricultural Engineering & Technology Khairpur (KCAET) of Sindh Agriculture University Tandojam	(Day /Night)	06 Persons		

Note:- (i) The quantity can be increased or decreased as per requirement from time to time.

(ii) Quoted rates must be inclusive of all taxes.

Dir Dawn.

12.7.17



Sindh Agriculture University (Tandojam)

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DIRECTOR FINANCE
Sindh Agriculture University, Tandojam

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