PUNJAB VOCATIONAL TRAINING COUNCIL
GOVERNMENT OF THE PUNJAB
www.pvtc.gop.pk

TENDER NOTICE

SECURITY GUARD SERVICES

Tender No. 01 of 2026

Punjab Vocational Training Council (PVTC) is an autonomous corporate body established by the Government of Punjab under the Skills Development & Entrepreneurship Department (SDED). PVTC is committed to poverty alleviation through provision of demand-driven, market-oriented vocational skills to underprivileged youth at their doorstep. By engaging the private sector to enhance employability, the Council is operating a network of more than 182 Vocational Training Institutes (VTIs) across Punjab.

Technical proposal and financial proposal (single stage two envelope) are invited from the well reputed security services provider companies/firms having at least three (03) years' experience in security services, registered with Tax authorities (Income Tax & Punjab Revenue Authorities), registered with SECP (Securities and Exchange Commission Of Pakistan), having no objection certificate from Ministry of Interior, valid license from Home Department, registered with EOBI, registered with Social Security, having Life Insurance policy for their security guards.

Detail of estimated cost/price along with required fixed bid security is as under

Total Estimated Price/Cost Inclusive Of All Costs & Taxes In PKR Of Two (02) Security Guards For The Initial Period (Up To 30 June 2027)	Fixed Bid Security Amount At The Rate Of 4% For The Total Estimated Price/Cost Of Two (02) Security Guards For The Initial Period (Up To 30 June 2027)
1,088,000/-	**43,520/-**

1. Vocational Training Institute Dhobi Ghat invites bids from reputable security companies holding a No Objection Certificate from the Ministry of Interior and a valid license from the Home Department, Government of the Punjab, and registered on the Punjab e-Procurement System (e-PADS) of PPRA for deployment of security personnel (01 guard at VTI Dhobi Ghat and 01 guard at Satellite Campus Pansra) for a period from the date of commencement of services up to 30 June 2027 (estimated 08 months), further extendable on satisfactory performance, as per rules, subject to availability of funds in budget and approval of the competent authority. One (01) additional guard will be required from 01 July 2027 if the contract is extended (03 guards in total from that date), at the same quoted monthly rate. The security companies must be on Active Taxpayers List of FBR and fulfills the eligibility criteria/ terms and conditions as per tender document.

2. Interested and eligible security companies / firms may submit their bids on Punjab e-Procurement System of Public Procurement Regulatory Authority (PPRA) through "Single stage Two envelope" procedure under the Punjab Procurement Rules, 2014. Bidding documents containing detail terms and conditions, can be downloaded from https://eproc.punjab.gov.pk/ and Vocational Training Institute Dhobi Ghat website www.pvtc.gop.pk free of cost. Bids should be submitted electronically only through Punjab e-Procurement System. Manual submission of bids is NOT allowed. For electronic bid submission, bidder(s) are requested to register at https://eproc.punjab.gov.pk/.

3. The bids, prepared in accordance with instructions in the bidding documents, must be submitted on Punjab e-Procurement System by 04-11-2026 at 10:00 AM. Bids will be opened on the same day at 10:30 AM at the Principal Office, VTI Dhobi Ghat. Bids shall remain valid for 90 days. The fixed Bid Security shall be paid through 1Link/online bank transfer against the PSID generated for this tender, and the paid slip uploaded with the technical proposal. Technical proposals will be opened electronically on the system at 10:30 AM in the presence of bidders' representatives who wish to attend. Financial proposals of technically qualified bidders will be opened later, on a date and time to be intimated through the system.

Principal
VOCATIONAL TRAINING INSTITUTE, DHOBI GHAT
Opposite B.C Tower Jinnah Colony, Dhobi Ghat, Faisalabad
Ph: 041-9201121 Email: vtidhobighat@pvtc.gop.pk

Sign & Stamp of Bidder

PUNJAB VOCATIONAL TRAINING COUNCIL

VOCATIONAL TRAINING INSTITUTE DHOBI GHAT

FAISALABAD

TENDER DOCUMENTS

Security Guards Services

TENDER DOCUMENTS

Tender No. 01

Security Guards Services

(Single Stage Two Envelope)

TECHNICAL BID

TERMS & CONDITIONS

1. General:

1.1 Any offer not received as per terms & conditions of the tender inquiry is liable to be ignored. No offer shall be considered if:

a. Received/uploaded without Bid Security.

b. It is received after the time and date fixed for bid submission, or is submitted manually/physically.

c. Not signed and stamped by the authorized person on each page of the tender document (scanned copy of the signed and stamped document to be uploaded), or not accompanied by an authority letter/power of attorney in favour of the signatory.

d. The offer is ambiguous or unclear in a material respect and the bidder fails to clarify it when asked, without changing the substance of the bid.

e. The offer is received by fax, e-mail or by any means other than the Punjab e-Procurement System.

f. The offer is from a black listed firm.

g. Offer received with shorter validity than required (90 days).

h. The offer is not conforming to requirements indicated in the tender documents.

i. Rates are quoted in a format other than the Financial Bid form of the tender documents.

j. Any conditional offer.

k. **Offered rates are below the minimum wage notified by the Government of the Punjab, together with statutory EOBI and Social Security contributions, per security guard per month.**

1.2 Registered with Tax authorities (Income Tax & Punjab Revenue Authority) and on the Active Taxpayers List of FBR, EOBI, Social Security, Life Insurance & SECP, NOC from Ministry of Interior, valid license holder firms/companies from Home Department and having at least three years relevant experience in security services are only eligible to participate in the tender.

1.3 Offer will remain valid for a period of 90 days. The contract period shall be as stated in Clause 3. No escalation in rate will be given during the contract period. However, if the Government of the Punjab revises the minimum wage (Base Line Cost), the quoted rates of the wage-linked components only (minimum wage, EOBI, Social Security and the PRA on them) will be revised accordingly, from the

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effective date of the notification, on the written request of the Security Agency to the competent authority (President DBOM Faisalabad). The Administrative Cost shall not be revised.

1.4 The Bid Security shall be forfeited if;

a. Bidder fails to sign the agreement (draft at Annexure-C) or fails to accept the contract after issuance of the draft agreement/contract within 10 days, or fails to furnish the performance guarantee required under Clause 6.3.

b. The offer is withdrawn, amended or revised by the bidder after the bid submission deadline and during the bid validity period.

c. The Security Agency fails to execute the agreement/contract strictly in accordance with the terms and conditions of the agreement/contract (in which case the amount retained as performance guarantee under Clause 6.3 shall be forfeited).

1.5 Bidders may seek clarification on the tender documents in writing at vtidhobighat@pvtc.gop.pk not later than 05 days before the bid submission date. Replies will be made available to all bidders through the Punjab e-Procurement System.

2. All the tenders can be cancelled by the President DBOM Faisalabad before acceptance of the bid(s) as per Rule 35 of Punjab Procurement Rules, 2014.

3. Contract Period:

The agreement/contract will be for the period from the date of commencement of services, as specified in the work order/agreement, up to June 30, 2027 (estimated 08 months), extendable on the same terms and quoted rates (subject to Clause 1.3) for further periods, up to a maximum of three (03) years in total, subject to satisfactory performance, availability of funds and approval of the competent authority. Agreement/contract will be reviewed for each completed year; if performance of the Security Agency is not found satisfactory, agreement/contract will be cancelled by the competent authority (President DBOM Faisalabad).

Additional Guard: From 01 July 2027, if the contract is extended, one (01) additional security guard (03 guards in total) shall be deployed at VTI Dhobi Ghat or Satellite Campus Pansra, as notified in writing by VTI Dhobi Ghat at least thirty (30) days in advance. The additional guard shall be provided on the same terms and at the same quoted monthly rate per guard as the initial guards (subject only to wage-linked revision under Clause 1.3).

The period of 08 months shown in the tables is for bid evaluation purposes only; the additional guard from 01 July 2027 is not included in the estimated amount, the bid evaluation or the Bid Security. Payment will be made at the quoted monthly rate for the actual period of service rendered. No payment shall be made for any period before the date of commencement of services.

Mobilisation: The Security Agency shall deploy the guards at the duty stations within seven (07) days of issuance of the work order/agreement.

4. Cancellation/Penalty:

4.1 In case the Security Agency fails to execute the contract in accordance with the terms & conditions laid down in the agreement/contract, the performance guarantee will be forfeited and security services may be hired from another company at the risk and cost of the Security Agency, the additional cost being recoverable from the amounts payable to the Security Agency or from the performance guarantee.

4.2 In case of poor performance (including absence of a guard from duty, late arrival, sleeping on duty, non-compliance with uniform/equipment requirements or any other breach of Clause 11), President DBOM

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Faisalabad may, after issuing a written notice and allowing the Security Agency seven (07) days to respond, cancel the contract or impose an appropriate penalty. The penalty may be up to the approved monthly service charges of one (01) security guard for each month in which the default occurs.

5. Payment to the Security Agency:

5.1 Payment will be made through crossed cheque to the security agency/company against invoice after satisfactory performance within 30 days of receipt of a correct and complete invoice.

5.2 *The Security Agency will submit to VTI Dhobi Ghat, with each monthly invoice, proof of payment of EOBI, Social Security and Group Life Insurance contributions for the security guards provided, and proof of payment (by bank transfer) of at least the notified minimum wage to each guard for the preceding month.*

5.3 Payment will be made only for the guards actually deployed and for the days of actual duty. For any day/shift on which a guard is not provided, the proportionate service charges (monthly rate divided by the number of days in the month) will be deducted, without prejudice to Clause 4.2.

6. Bid Security:

6.1 All participating bidders/companies shall deposit Bid Security @ 4% **(Rs. 43,520/-)** of the estimated cost (Rs. 1,088,000/-) in accordance with the Rule 27 of the Punjab Procurement Rules 2014 through their banking app via 1Link/Online Bank transfer against the generated PSID. The paid slip must be duly attached with the technical proposal as proof of payment. CDR/Bid Security submitted manually/by hand shall not be acceptable. The Bid Security shall remain valid for not less than the bid validity period (90 days).

6.2 The Bid Security of unsuccessful bidders shall be returned within 15 days after the award of contract or the expiry of the bid validity period, whichever is earlier. The Bid Security of the successful bidder shall be retained as performance guarantee under Clause 6.3.

6.3 The Bid Security of the successful bidder retained under Clause 6.2 shall serve as the performance guarantee (Rule 56 of the Punjab Procurement Rules, 2014) for the entire contract period including any extension. It shall bear no interest and shall be released within 30 days after successful completion of the contract. It shall be forfeited, wholly or partly, for failure to perform the contract in accordance with its terms (Clauses 1.4(c) and 4.1) and may be used to recover any amount due from the Security Agency.

7. Inspection of Security Services:

The security services will be inspected by VTI Dhobi Ghat through authorized personnel, who will coordinate with the security agency in lieu of performance of security guards as per tender requirements/terms & conditions of contract. The Security Agency shall maintain an attendance register and duty log at each post, open to inspection by VTI Dhobi Ghat at any time without prior notice. The performance of the Security Agency will be reviewed monthly on the basis of these records and inspection reports.

8. Deduction of Taxes:

All applicable taxes will be deducted while making payment as per Government instructions/notifications and withholding of income tax and sales tax on services shall be made at the rates applicable on the date of payment. All other taxes, duties and levies shall be the liability of the Security Agency.

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9. Termination of Contract:

President DBOM Faisalabad may terminate the contract for convenience by giving thirty (30) days' prior written notice, assigning reasons, to the Security Agency. The Security Agency shall be paid for the services delivered up to the date of termination.

10. Instructions To Bidder(s):

One firm/bidder can submit only one bid. In case of deviation from this provision, all such bids shall be rejected under Rule 36A(1) and (2) of the Punjab Procurement Rules, 2014. The Tender Notice and Annexures A to C form part of these bidding documents.

11. Services Terms:

a. The Security Agency will provide **02 Security Guards** to VTI Dhobi Ghat (**01 guard at VTI Dhobi Ghat** and **01 guard at Satellite Campus Pansra**), plus one (01) additional guard from 01 July 2027 as provided in Clause 3. The Security Agency will provide services on full month basis, Duty hours shall be decided in writing by VTI Dhobi Ghat, and the Security Agency shall arrange relief for weekly off/leave at its own cost so that each duty post remains manned during the prescribed hours. The guards will perform the duties, tasks and works pertaining to the establishment and maintenance of an effective and reliable security service at the premises of VTI Dhobi Ghat and its Satellite Campus Pansra.

Address of Satellite Campus Pansra: Bhowana Road Pansra faisalabad

Detail of Security Guards (Estimated Amount: Rs. 1,088,000/-)

Sr. No.	VTI Name / Duty Station	Period	No. of Security Guards	Duty Station
1	VTI Dhobi Ghat	08 Months (estimated: from date of commencement to June-2027) **(Extendable)**	1	VTI Dhobi Ghat
2	Satellite Campus Pansra	08 Months (estimated: from date of commencement to June-2027) **(Extendable)**	1	Satellite Campus Pansra
3	Additional Guard – VTI Dhobi Ghat or Satellite Campus Pansra, as notified	From 01 July 2027, if the contract is extended (see Clause 3)	1	As notified by VTI Dhobi Ghat
Total			**02 + 01**	

b. The Security Company / Firm is responsible to provide the Guard as per following minimum requirement/ standards:

i. Age: Range 30-55 years.
ii. Education: Minimum Primary
iii. Experience: Previous service in the Armed Forces, Military Police, Police or field intelligence, or at least 05 years' experience as a civilian security guard.
iv. Discipline: No major disciplinary entry in the record

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v.	Health:	Sound Health
vi.	Character:	Verified by the Local Police/ Special Branch; verification certificates to be submitted to VTI Dhobi Ghat before deployment of the guard.
vii.	**Dress Code:**	Minimum two (02) pairs of uniforms and shoes must be provided by the Security Company to each individual.
viii.	Winter:	Shirts, Trousers, Pullover, Belt, Jockey cap or Beret, Shoes, (having proper uniform).
ix.	Summer:	T-Shirts, Trousers, Jockey Cap or Beret, Belt, Shoes (having proper uniform)

c. The Security Agency will ensure that its personals (Security Guards) perform their security duties efficiently, vigilantly, honestly, faithfully and in the most substantial manner required in their profession. The persons employed by the Security Agency shall be treated as the Security Agency's employees. No employer-employee relationship shall exist between them and PVTC/VTI Dhobi Ghat, and the Security Agency shall be solely responsible for their wages, benefits and compliance with all applicable labour laws.

d. The Security Agency will provide medically fit security guards. The Security Agency shall not change any security guard without prior written intimation to, and approval of, VTI Dhobi Ghat, except in an emergency, in which case VTI Dhobi Ghat shall be informed in writing immediately and in any case within 24 hours.

e. The Security Agency will provide one licensed weapon to each Security Guard along with not less than 30 rounds of ammunition, without any extra charges. Valid arms licence(s) shall be shown to VTI Dhobi Ghat before deployment. Ammunition used by the Security Guards while performing duties will not be charged from VTI Dhobi Ghat.

f. In case, any of the Security Guard provided by the Security Agency is found guilty of misconduct (including negligence, sleeping on duty, intoxication, absence from post, insubordination or any criminal act), he will be returned to the Security Agency forthwith for taking necessary action. However, the Security Agency in the meantime shall immediately arrange replacement within 03 hours, failing which Clause 4.2 shall apply.

g. The Security Agency will be responsible for any loss due to negligence of Security Guards provided for security related matters. The value of damaged/stolen items will be determined by joint inquiry as per recommendations by both the parties. The inquiry committee will comprise one representative each from VTI Dhobi Ghat and the Security Agency and a third member nominated by the President DBOM, and the inquiry will be completed within 30 days. The inquiry report/facts/findings will be submitted to the President DBOM for decision, and the assessed loss may be recovered from the payments due to, or the performance guarantee of, the Security Agency. Any dispute thereon may be referred under Clause 12.

h. The Security Agency shall comply with all applicable labour, minimum wage, EOBI and Social Security laws, and shall pay wages to its security guards every month through bank transfer.

i. The Security Agency shall not subcontract or assign the contract, wholly or partly, without the prior written approval of VTI Dhobi Ghat.

j. The Security Agency shall keep its Home Department licence and Ministry of Interior NOC valid throughout the contract period; lapse of either shall be a ground for termination of the contract.

k. Neither party shall be liable for failure to perform its obligations due to events beyond its reasonable control (force majeure), provided that prompt written notice is given to the other party.

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12. Dispute Resolution:

Any grievance before the contract takes effect shall be dealt with under Rule 67 of the Punjab Procurement Rules, 2014. Bidders are instructed that a grievance concerning the technical evaluation must be filed within five (05) days of the announcement of the technical evaluation report, and a grievance concerning the final evaluation within ten (10) days of the final evaluation report, and that no grievance concerning the technical qualification of a bidder will be entertained after the opening of the financial bids. Objections after the opening of the financial bids shall remain restricted to the financial bids. Nothing in this clause shall impede the right of a bidder to file a representation under Rule 67A of the Punjab Procurement Rules, 2014.

Any dispute arising after the contract takes effect shall be resolved through mediation/arbitration in accordance with Rule 68 of the Punjab Procurement Rules, 2014, in the following manner:

12.1 The dispute shall be referred to a sole arbitrator mutually appointed by both parties, who shall not be an employee of either party. If the parties fail to agree within 15 days, the arbitrator shall be appointed in accordance with the Arbitration Act, 1940. The seat of arbitration shall be Faisalabad.

12.2 The Security Agency shall provide its grievance in writing within 15 days from the date on which the dispute arises.

12.3 The arbitrator shall decide the matter after hearing both Parties within 30 days after receiving the written complaints from the Security Agency.

12.4 The decision of the arbitrator shall be final and binding for both the Parties, subject to the Arbitration Act, 1940.

12.5 The contract shall be governed by the laws of Pakistan, and the courts at Faisalabad shall have jurisdiction.

13. Technical Evaluation Criteria:

Items 1 to 8 are Knockout (mandatory) items: a bidder failing any one of them is disqualified, and full marks are awarded if the requirement is met. Items 9 and 10 are scored items. A bidder is technically qualified only if it meets all Knockout items and obtains not less than 80 marks out of 100. The “Marks” column is for use by the Evaluation Committee. Bidders shall number the pages of the technical proposal and enter in the last column the page number of each document. Only the financial proposals of technically qualified bidders will be opened, and the contract will be awarded to the lowest evaluated technically qualified bidderof the Punjab Procurement Rules, 2014.

Sr. No.	Item Name and Description	Marks	Maximum Marks	CRITERIA	Tender Document Page Number for referred document.
01	Company in the security services business for at least 3 years (proof: SECP incorporation certificate and/or experience certificates/contracts), otherwise the firm is disqualified in Technical Evaluation.		10	Knockout	
02	Registration with SECP (Securities and Exchange Commission of Pakistan) Certificate		10	Knockout	

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Sr. No.	Item Name and Description	Marks	Maximum Marks	CRITERIA	Tender Document Page Number for referred document.
03	Copies of NTN and PRA registration certificates with online verification, and proof of inclusion in the FBR Active Taxpayers List		10	Knockout	
04	Valid No Objection Certificate from Ministry of Interior		10	Knockout	
05	Valid License from Home Department Govt. of Punjab (valid on the date of bid submission and for not less than six (06) months thereafter)		15	Knockout	
06	An affidavit on stamp paper of Rs.300/- (in the format at Annexure-A)Dully attested by Oath Commissioner stating that the Firm has never been blacklisted/debarred on any ground by PPRA Punjab, any procuring agency or any government department.		05	Knockout	
07	Registered with EOBI & Social Security (registration certificates and latest paid challans as documented evidence)		10	Knockout	
08	Active Group Life Insurance policy for the security guards (copy of policy/cover note showing the sum insured of not less than Rs. 500,000/- per guard)		10	Knockout	
09	List of customers/companies to whom security services were provided during the last 03 years, with copies of contracts/work orders and satisfactory performance certificates from at least two (02) clients		10		
10	All Pakistan Security Agencies Association (APSAA) Registration letter 2025-26 or 2026-27		10		
	TOTAL		**100**		

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14. PRE-QUALIFICATION CRITERIA FOR BIDDERS:

14.1 The documents for all items of the above Technical Evaluation Criteria must be uploaded with the technical proposal, together with the signed Form of Bid (Annexure-B). Failure to provide the document for any Knockout item will lead to disqualification of the bid; failure to provide the document for item 9 or 10 will result in zero marks for that item.

14.2 Conditional bids, and bids that do not contain the Bid Security or the documents required for the Knockout items, shall be rejected.

15. Date of Submission / Opening:

Submission of Bids : **November 04, 2026** till **10:00 AM**, electronically through the Punjab e-Procurement System only (manual/physical bids are not accepted)

Opening of Tender : **November 04, 2026** at **10:30 AM** at Principal Office, **Vocational Training Institute Dhobi Ghat, Opposite B.C Tower Jinnah Colony, Dhobi Ghat, Faisalabad.** 041-9201121 (technical proposals will be opened electronically on the system in the presence of bidders' representatives who wish to attend)

16. Name of Firm: _____

Address: _____

_____

Phone: _____

Contact Person/Designation: _____

Cell: _____

E-mail: _____

SECP Registration No.: _____

NTN: _____

PNTN (PRA): _____

Name, signature and stamp of authorized person: _____ Date: _____

ANNEXURE-A

AFFIDAVIT (on stamp paper of Rs. 300/-)

I, _____, S/o _____, CNIC No. _____, authorized representative of M/s _____ (the "Firm"), do hereby solemnly affirm and declare on oath as under:

1. That the Firm has never been blacklisted or debarred on any ground by PPRA Punjab, any procuring agency or any government department/organization.

2. That no proceedings for blacklisting/debarment are pending against the Firm.

3. That all documents and information submitted with the bid are true and correct, and the Firm shall be liable to disqualification and forfeiture of the Bid Security if found otherwise.

DEPONENT: _____

VERIFICATION: Verified on oath at _____ on this ____ day of _____ 2026 that the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed.

DEPONENT: _____

ANNEXURE-B

FORM OF BID (to be uploaded with the technical proposal on the bidder's letterhead)

To: The Principal, Vocational Training Institute, Dhobi Ghat, Faisalabad. Subject: Bid for Security Guard Services, Tender No. 01.

1. Having examined the bidding documents, including the Tender Notice and Annexures, receipt of which is acknowledged, we offer to provide the security guard services in accordance with the terms and conditions of the bidding documents.

2. This bid shall remain valid for 90 days from the date of bid opening and shall remain binding on us.

3. We have paid the Bid Security of Rs. 43,520/- vide PSID No. _____ dated _____ and have attached the paid slip.

4. We meet the eligibility and qualification criteria, and all documents and information submitted with our bid are true and genuine.

5. If our bid is accepted, we undertake to sign the agreement within 10 days of issuance of the draft, to furnish the performance guarantee as per Clause 6.3 and to deploy the guards within the period specified in the bidding documents.

6. We understand that VTI Dhobi Ghat is not bound to accept any bid and may reject all bids in accordance with Rule 35 of the Punjab Procurement Rules, 2014.

Name and designation: _____ Signature and stamp: _____ Date: _____

_____
Sign & Stamp of Bidder

ANNEXURE-C

DRAFT AGREEMENT (FORM OF CONTRACT)

This Agreement is made on ____ day of _____ 202__ between Punjab Vocational Training Council through the Principal, Vocational Training Institute, Dhobi Ghat, Faisalabad (the "Procuring Agency") and M/s _____ through _____ (the "Security Agency").

1. Services: The Security Agency shall provide 02 security guards (01 at VTI Dhobi Ghat and 01 at Satellite Campus Pansra) and, if the contract is extended, 01 additional guard from 01 July 2027, in accordance with the bidding documents.

2. Contract documents: The Tender Notice, the Tender Documents with Annexures, the bid of the Security Agency and the work order form part of this Agreement. In case of conflict, the Tender Documents shall prevail.

3. Period: From the date of commencement of services _____ up to 30 June 2027, extendable as provided in Clause 3 of the Tender Documents.

4. Price: Rs. _____ per guard per month, inclusive of all taxes, as per the accepted Financial Bid.

5. Payment, performance guarantee, obligations, penalty, termination and dispute resolution shall be as provided in Clauses 5, 6.3, 11, 4, 9 and 12 of the Tender Documents respectively.

6. Any amendment to this Agreement shall be valid only if made in writing and signed by both parties.

For the Procuring Agency: _____ For the Security Agency: _____

Witness 1: _____ Witness 2: _____

_____
Sign & Stamp of Bidder

PUNJAB VOCATIONAL TRAINING COUNCIL

VOCATIONAL TRAINING INSTITUTE DHOBI GHAT

TENDER DOCUMENTS

Security Guards Services

FINANCIAL BID

Name of Firm: _____

Address: _____

_____

Phone: _____

Contact Person/Designation: _____

Cell: _____

E-mail: _____

SECP Registration No.: _____

NTN: _____

PNTN (PRA): _____

_____
Sign & Stamp of Bidder

1. Offered Rates:

Description	Security Guard
Minimum Punjab Government Salary (Base Line Cost)	
EOBI	
Social Security	
Group Life Insurance	
Administrative Cost	
PRA @ applicable rate (currently 16%)	
Total Service Charges for 01 Security Guard Per Month Inclusive of All Taxes In (PKR)	

Note: (i) The rates quoted shall be the same for both duty stations. (ii) The Administrative Cost shall include uniform, weapon and ammunition, supervision, relief for weekly off/leave and all other costs not shown separately. (iii) PRA shall be calculated at the applicable rate (currently 16%) on the total of the items above it. (iv) The Financial Bid will be evaluated on the total amount, and the contract will be awarded to the Lowest Bidder.

Sign & Stamp of Bidder

2. Detail of Security Guards

Estimated Amount: Rs. 1,088,000/-

Sr. No.	VTI Name / Duty Station	No. of Security Guards (A)	Rate / Security Guard with all Taxes (B)	Period in Months (C)	Amount with all Taxes = A x B x C
1	VTI Dhobi Ghat	01		08	
2	Satellite Campus Pansra	01		08	
Total		**02**			

The period of 08 months is for bid evaluation only; payment will be made for the actual months of service at the quoted monthly rate.

Name, signature and stamp of authorized person: _____ Date: _____