

***Tender Fee: Rs. 5,000/-
(Non-Refundable)***

FINANCIAL PROPOSAL

Hiring of Security Services Tender # SS/01/23-24

Date of Issue: March 5, 2024

Last Date of Submission: March 21, 2024 (12:00 Noon)

Opening of Proposal: March 21, 2024 (12:30 PM)

Company Name: _____

NTN: _____, **SRB Registration Number:** _____

Pay Order / Demand Draft # _____, **Dated:** _____

Amount of Rs. _____, **Drawn on Bank** _____

Notice Inviting Tender

Tender Notice

The Institute of Business Administration, Karachi (IBA) invites sealed bids from active taxpayer firms/companies/agencies registered with relevant tax authorities for the following Tender.

Tender Title (Ref. No.)	Procedure	Bid Security
Hiring of Security Services (SS/01/23-24)	Single Stage Two Envelopes	2%
Document Fee & Important Dates		
▶ <i>Tender Fee:</i> Rs. 5,000/-		
▶ <i>Issuance start date:</i> March 5, 2024, from 9:00 AM		
▶ <i>Issuance end date & time:</i> March 21, 2024, till 12:00 Noon		
▶ <i>Submission date & time:</i> March 5, 2024, till March 21, 2024, from 9 AM to 12:00 Noon		
▶ <i>Pre-bid briefing:</i> March 18, 2024, 11:00 AM		
▶ <i>Opening date & time:</i> March 21, 2024, at 12:30 PM		

Tender Document may be collected after submission of the paid fee challan from the Office of the **Head of Procurement, Fauji Foundation Building, IBA Main Campus, University Enclave, Karachi** on any working day (Monday to Friday). Alternatively, the Tender document can be downloaded from the website. The Tender fee challan is to be generated from the IBA website <https://www.iba.edu.pk/tenders/> which may be deposited in any branch of Meezan Bank Ltd. Sealed bids should be dropped in the Tender Box placed at the Security Office, Gate # 4, IBA Main Campus University Enclave Karachi and will be opened on the same date & venue in the presence of the bidders' representatives who may wish to attend. In case of a holiday, the tender shall be opened/received on the next working day at the same place and time. Bid Security in the form of a Pay Order or Demand Draft has to be submitted in favor of "IBA Karachi" along with the Financial Proposal.

Kindly mention "Tender Number" at the top left corner of the envelope.

N.B. IBA Karachi reserves the right to reject any bid or cancel the bidding process subject to the relevant provision of SPP Rules 2010.

REGISTRAR

IBA, Main Campus, University Enclave, Karachi 75270
111-422-422 Fax (92-21) 99261508

Contact Person Sr. Executive Procurement on 38104700 ext.: 2152
Email tenders@iba.edu.pk Website <https://www.iba.edu.pk/tenders/>

1. Bill of Quantity

Prepare and submit your best pricing offer and cost sheet. Pricing should include, but not limited to, the following scope:

Sr	Categories	A	B	C	D = B x C	E = B + D	F = A x E	G = F x 12
		Est. Qty	Monthly est. Remuneration	Commission %*	Commission Amount	Total Amount	Monthly Amount	Annual Amount
A Guards								
1	Armed Security Guard (Ex-Serviceman)	1	35,000					
2	Unarmed Security Guard (Trained Civilian)	10	32,000					
3	Armed Security Guard (Trained Civilian)	72	32,000					
4	Armed Security Guard (Ex Commando from Pak Army, Navy of Air Force)	3	75,000					
B Supervisors								
5	Asst. Security Supervisor	4	45,000					
6	Campus Security Supervisor	6	60,000					
C Searchers								
7	Lady Searcher	6	35,000					
D CCTV Staff								
8	CCTV Operator	4	48,000					
9	CCTV Technician	2	52,000					
10	CCTV Helper	2	34,000					
Total Amount								
SST @10% on commission only								
Grand Total								
* Commission must include all costs of the vendor including benefits of the resources mentioned in BOQ and other necessary financial costs								

Stamp & Signature

- A: Estimated Quantity
- B: Monthly Estimated Remuneration per person
- C: Commission percentage
- D: Commission Amount (monthly)
- E: Total Amount = B + D
- F: Monthly amount w.r.t Quantity = A x E
- G: Annual Amount = F x 12

Total Amount (Including SST) for one month in words:

Rupees: _____

Total Amount (Including SST) for one year in words:

Rupees: _____

Stamp & Signature

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s _____

Contact Person _____

Address _____

Tel # _____ Fax _____

Mobile _____ Email _____

Stamp & Signature