

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

## **FINANCIAL PROPOSAL**

### **Hiring of Security Services Tender # SS/02/24-25**

**Date of Issue : October 30, 2024**

**Last Date of Submission : November 15, 2024 (3:00 PM)**

**Opening of Proposal : November 15, 2024 (3:30 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 (IBA) Karachi, invites online bids on SPPRA EPADS from tax-compliant fabricators/tailors/suppliers, registered with the relevant tax authorities and SPPRA EPADS, for the following tender:

<b>Tender Title (Ref. No.)</b>	<b>Procedure</b>	<b>Bid Security</b>
Hiring of Security Services (SS/02/24-25)	Single Stage Two Envelopes	2%
<b>Document Fee &amp; Important Dates</b>		
▶ <i>Tender Fee:</i> Rs. 5,000/-		
▶ <i>Issuance start date:</i> October 30, 2024, from 9:00 AM		
▶ <i>Issuance end date &amp; time:</i> November 15, 2024, till 3:00 PM		
▶ <i>Submission date &amp; time:</i> October 30, 2024, till November 15, 2024, from 9 AM to 3 PM		
▶ <i>Pre-bid Briefing:</i> November 8, 2024, 4:00 PM at IBA Main Campus		
▶ <i>Opening date &amp; time:</i> November 15, 2024, at 3:30 PM		

Tender documents are available at the Office of the **Head of Procurement, Fauji Foundation Building, IBA Main Campus, University Enclave, Karachi**, on any working day (Monday to Friday). The tender documents can also be downloaded from the IBA and SPPRA EPADS websites. The tender fee challan to be generated from the IBA website at <https://tenders.iba.edu.pk> and deposited at any branch of Meezan Bank Ltd.

Tender Document/Bid (with a copy of Bid Security/Earnest Money and supporting documents) should be submitted/uploaded on SPPRA EPADS <https://portalsindh.eprocure.gov.pk/>. The original Bid Security along with the Original Bid (duly signed and stamped) must be delivered to IBA, Karachi on below mentioned address before bid opening schedule. Bids will be opened on the same date and venue in the presence of the bidders' representatives who may wish to attend.

Please ensure that bid security, in the form of a Pay Order or Demand Draft, is submitted in favor of 'IBA Karachi' along with the tender.

**N.B. (1)** IBA Karachi reserves the right to reject any bid or cancel the bidding process subject to the relevant provision of SPP Rules 2010.

**(2)** Only uploaded bid along with supporting documents will be accepted. In case there is a contradiction between bidder's EPADS submitted bid and manually submitted bid, bid submitted on EPADS will be considered valid for evaluation purpose.

### **REGISTRAR**

IBA, Main Campus, Karachi University Enclave, Karachi-75270

UAN: 111-422-422, Fax: (92-21) 99261508

Contact Person: Sr. Executive Procurement on 38104700, Ext: 2152

Email: [tenders@iba.edu.pk](mailto:tenders@iba.edu.pk), IBA Website: <https://tenders.iba.edu.pk>

SPPRA EPADS Website: <https://portalsindh.eprocure.gov.pk/>

**1. Bill of Quantity**

**A. Weapon / Equipment**

These weapons and equipment will be required on a rental basis. The rent will be paid every month. The maintenance of these weapons and equipment will be the responsibility of the Security Service Provider.

<b>Sr. #</b>	<b>Weapon / Equipment</b>	<b>Qty</b>	<b>Per month Charges</b>	<b>Annual Amount</b>
1.	Magazine Shot Gun (12 bores) New/ good working condition with a license and Spare magazines Ammunition: Chinese or equivalent	<b>22</b>		
2.	Pistol (30 bores) New/ good working condition with a license and Spare magazines Ammunition: Chinese or equivalent	<b>19</b>		
3.	Pistol (9 mm Made In China) New/ good working condition with a license	<b>6</b>		
4.	SMG / AK 47 (Cal: 7.62) Chinese or Russian .222 / .223/7mm with a license and Spare magazines Ammunition: Chinese or equivalent	<b>2</b>		
5.	Rifle 222/223 New/ good working condition with a license and Spare magazines Ammunition: Chinese or equivalent	<b>8</b>		
6.	Binocular Military precision	<b>3</b>		
7.	Telescope sight with SMG/AK 47 Zeroed with the weapon	<b>2</b>		
8.	Base station Wireless with long-range antenna	<b>5</b>		
9.	Handheld walkie-talkie wireless set With hook to fix with a web belt	<b>83</b>		

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 Stamp & Signature

Sr. #	Weapon / Equipment	Qty	Per month Charges	Annual Amount
10.	Under vehicle mirror	12		
11.	Handheld metal detector	16		
13.	Megaphone	7		
14.	Metal Detector	6		
17.	Handheld Traffic Control Light	8		
18.	Walk Through Gates (optional)	4		
<b>Total</b>				
<b>15% SST (if applicable)</b>				
<b>Equipment Rental Total (Part A)</b>				

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**B. Remuneration of the Guards and other Security Staff**

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
<b>A Guards</b>								
1	Armed Security Guard (Ex-Serviceman)	1	38,000.00					
2	Unarmed Security Guard (Trained Civilian)	10	37,000.00					
3	Armed Security Guard (Trained Civilian)	72	37,000.00					
4	Armed Security Guard (Ex Commando from Pak Army, Navy of Air Force)	3	85,000.00					
<b>B Supervisors</b>								
5	Asst. Security Supervisor	4	50,000.00					
6	Campus Security Supervisor	8	65,000.00					
<b>C Searchers</b>								
7	Lady Searcher	6	42,000.00					
<b>Total Amount</b>								
<b>SST @10% on commission (D) only</b>								
<b>Equipment Rental Total (Part A)</b>								
<b>Grand Total</b>								
* Commission must include all costs of the vendor including benefits of the resources mentioned in BOQ and other necessary financial costs								

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- 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: \_\_\_\_\_  
\_\_\_\_\_

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

Rupees: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

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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