



CHAKLALA CANTONMENT BOARD

Murree Road, Saddar Rawalpindi, Postal Code 46200
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TENDER NOTICE FOR HIRING OF A SECURITY COMPANY SUBSIDIARY OF ARMED FORCES FOR PROVIDING SECURITY SERVICES FOR CHAKLALA CANTONMENT BOARD

Chaklala Cantonment Board being a procuring agency invites sealed bids as per "**Single Stage Two Envelope Procedure**" under Rule 36(b) of PPRA Rules 2004, (as amended upto date), from well reputed firms having valid registration with Govt of Punjab and other relevant Govt agencies / departments having valid license of Ministry of Interior and are on Active Taxpayers List of the Federal Board of Revenue for the hiring of services of 04 x security guards with Arms to be deployed for the security of various installations of Chaklala Cantonment Board.

TERMS & CONDITIONS

1. Tender / Bidding documents containing invitation to the bid/Tender Notice, Instructions to bidders, Form of Bid, Conditions of Contract Agreement, and Bid evaluation criteria etc. can be obtained on any working day during office hours from the office of Chaklala Cantonment Board, Murree Road, Saddar, Rawalpindi on or before closing date / time of tender bid. Price of the bidding documents is Rs. 5,000/- (non-refundable). Tender / bidding documents can also be downloaded from CCB website www.ccb.gov.pk.
2. Tenders will be received in the main office of CCB on 04/10/2023 at 11:00 AM and will be opened on the same day at 11:30 AM in the presence of contractors / bidders / or their authorized representatives who may wish to be present.
3. The duration of the contract will be two years, extendable by another similar term on mutually agreed terms and conditions, the payment will be made on monthly basis. However, number of security guards may vary as per requirement as per rule 42(c)(iv) of PPRA Rules, 2004 (as amended upto date).
4. Have maximum professional security specialists (Ex-Defence) on their panel as indirect employees / management staff and the third party guards.
5. Security companies able to provide licensed AK-47 weapon.
6. The deployment shall be for 24 hours (on shift basis).
7. 2% (two percent) earnest money / bid security of estimated cost must be accompanied in the shape of Call deposit in the name **Chaklala Cantonment Board**, from Scheduled banks in accordance with the Rule 25 of PPRA Rules, 2004 (As amended upto date). An Affidavit to the affect stating that 2% bid

security /earnest money has been placed in financial proposals / bids must be attached in the technical proposals. Any bid security not validated from bank can result into penal consequences.

8. The Submission of Bids by the contractors implies that they are fully conversant with the scope of work and terms and conditions laid down in the tender / bid documents.
9. The eligible contractors / firms are required to submit their Bids for above said work in separate sealed envelopes i.e. one envelope containing “**Technical Proposal**” of the contractors / firms, clearly marked as “**Technical Bid**” accompanied with respective bidding document fee, while the second envelope containing financial proposal / bid price, clearly marked as ‘**Financial Proposal**’. Both Technical and Financial proposals / bids will be placed in single sealed envelope dully addressed and send to Office of Chaklala Cantonment Board at Murree Road Saddar Rawalpindi within due date & time of closing of tender box.
10. Technical proposal must be numbered & a table of contents inserted at beginning of the proposal showing the table of contents of the proposal according to the numbered pages. All pages of Bids shall be signed & stamped by the bidder and seal be affixed along with the signatures / initials/ Stamp.
11. Contractor / Bidder black listed by Chaklala Cantonment Board or involved in litigation or found to be indulged in corrupt or fraudulent practices will be considered non responsive by Chaklala Cantonment Board being procuring agency.
12. The "**Technical Proposals/ Bids**" of the firms/ contractors will be evaluated in accordance with laid down evaluation criteria based on the following documents to be provided in the bidding documents meant for submission of Technical Proposal.
 - I. Detail of projects / services of similar nature related to the above mentioned work / service undertaken by the firm in the last 05 years (in hand/ completed) supported by documentary evidence such as work orders / completion reports in original or attested copies.
 - II. Financial status, Bank balance & certificate from the scheduled bank for the last 5 years.
 - III. The Income Tax Certificate from the concerned department showing Tax payment regarding works / projects executed during last 10 years.
 - IV. Details of technical staff for the proposed works, duly supported by attested credentials.

- V. An affidavit that the firm is neither blacklisted nor in dispute / litigation / arbitration with any Govt. / semi Govt. Department on the left over/ incomplete projects.
- VI. An affidavit is required to be provided with the technical bid regarding attachment of the bid security in the shape of Bank Guarantee or call deposit with the financial bid.
- VII. Incomplete Tender forms will be considered as Non responsive i.e. name of Firm, Quoted rates in words and in figures, signatures of the contractor and stamp of the firm.
13. Only upto two decimal digits (0.00) will be considered for evaluation of the quoted Rate. If any document submitted along with bid documents found false / bogus, the registration of the contractor / firm shall stand cancelled/ blacklisted in the light of enabling provisions of PPRA Rules 2004. Conditional / Incomplete bids shall not be acceptable.
14. The **Financial Bids / Proposals** of only technically responsive qualified bidders will be opened after evaluation of **Technical Bids** in the presence of contractors / bidders / or their representatives (who may like to attend) in the office of the Chaklala Cantonment Board on the date & time to be notified later on whereas the **Financial Bids** of technically non responsive bidders shall be returned unopened to the respective contactors.
15. All the governments taxes (Federal, Provincial & any other) will be deducted as per prevailing government policy.
16. Incomplete/ disfiguring/ overwriting/ by hand/ delayed bids shall be declared non-responsive.
17. Any bid received in the contravention of enabling provisions of PPRA Rules, 2004 will be declared non responsive by the procuring agency. Chaklala Cantonment Board being procuring agency reserves the right to accept or reject any tender / bid on technical / administrative grounds under Rule 33 (I) of the PPRA Rules, 2004 (As amended).
18. Successful bidder shall be bound to execute an agreement with the procuring agency and all terms and conditions including tender notice shall be binding on the bidder.
19. Other terms & conditions pertaining to the work can be seen in the Office of the Chaklala Cantonment Board at any working day during office hours.
20. As per PPRA Rule 33, the procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

21. The bid validity time will be six months.
22. The agreement of contract will be in writing on stamp paper.

**CANTT. EXECUTIVE OFFICER
CHAKLALA CANTT. BOARD**