

October 23,2015

PAKISTAN TODAY

نوائے وقت



GSD/2015/11

## THE BANK OF PUNJAB Hiring of Janitorial Services

The Bank of Punjab intends to avail janitorial services at its Head Office & allied offices in Lahore. Bids are invited from the well reputed organizations/companies with following pre-requisites:

### TERMS AND CONDITIONS/EVALUATION CRITERIA FOR SUBMISSION OF BID:

- Bid document containing all required information may be obtained through formal written request on any working day (**Monday to Friday**) between **09.00 A.M. to 05.00 P.M.** upto **11.11.2015**.
- The Bid must reach Manager Admin. GSD Head Office, BOP Tower, 10-B, Block E/II, Main Boulevard, Gulberg III, Lahore on or before **12.11.2015 (till 11:00 A.M.)**.
- Company profile clearly showing year of establishment, address, and status etc. - Documentary evidence must be attached.
- Bank's certificate not over 6 months old showing annual credit turnover of at least Rs. 2 Million.
- Detail of capability/capacity with respect to personnel-Number of staff should not be less than 41 excluding supervisors.
- Bids will be opened by a Committee on the same day i.e. **12.11.2015 at 11:30 A.M.** in the presence of Bidders or their authorized representatives who wish to participate Bid opening.
- The Companies must be registered with Sales Tax and Income Tax Department (Copy of NTN & Sales Tax Certificates should be attached), and should not be defaulter of tax.
- Bidders must have recent past experience (Minimum 05 years) of handling similar project(s). Letter of satisfaction from Companies/Banks as per Bid Document should be submitted.
- Affidavit signed by the authorized signatory of the firm to the effect that the firm is not blacklisted and not indulged in litigation with any Government Department/Private Organization etc.
- Incomplete/conditional Bid shall be rejected.
- This ad is also uploaded on websites of PPRA ([www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)) and BOP ([www.bop.com.pk](http://www.bop.com.pk)).
- The Bank reserves the right to accept or reject any of the bids and to annul the bidding process at any time prior to award of Service Order, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for its action.

Manager Admin (GSD) General Services Division  
Head Office, The Bank of Punjab, 1st Floor, Head Office, BOP Tower,  
10-B, Block E/II, Main Boulevard, Gulberg III, Lahore.  
Ph: 042-35783885 Fax: 042-35783972