



**NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED**  
**13th FLOOR, NICL BUILDING, ABBASI SHAHEED ROAD, KARACHI**

**Tel: +92-21-99090000**

**BIDDING DOCUMENTS**

**FOR**

**PROVIDING JANITORIAL SERVICES**  
**AT KARACHI OFFICE, NESPAK**

Sr. No.	Description	Quantity	BID PRICE		
			Charges per janitor per month		
			Rate (*) Amount (Rs.)	SST (*) Amount(Rs.)	Total (*) Amount (Rs.)
01.	Janitors to be provided as follow: <ul style="list-style-type: none"><li>• 4 Nos. Male Janitors</li><li>• 1 No. Female Janitor</li></ul> for janitorial services at NESPAK office located at NICL Building, 12 <sup>th</sup> , 13 <sup>th</sup> & 4 <sup>th</sup> Floors. Duty timing shall be from 7:30am to 5:30pm from Monday to Friday. Janitors shall also be required to work on alternate Saturdays of each month. The contract for the above services shall be for two years.	5			

(\*) Write in figures and words)

**Terms & Conditions:**

- 1) All bids shall be accompanied with Rs.1,000/=Bid Security (refundable) in form of Pay Order/Demand Draft in the name of "NESPAK".
- 2) Sealed bid should be submitted on Company Letter Head on or before 08-12-2020 upto 1100 hours in the office of Office Manager (Administration) NESPAK, 13th Floor, NICL Building, Abbasi Shaheed Road, Karachi and will be opened at 1130 hours on the same day in the presence of interested bidders, who choose to be present.
- 3) All applicable taxes shall be deducted, as per rules, from payments made to the successful bidder after contract is signed.
- 4) Bidders are to attach copies of registration with Federal Board of Revenue and Sindh Revenue Board.
- 5) NESPAK reserves the right to annual the bidding process and reject all bids, at any time prior to award of Contract as per Rule 33 of Public Procurement Rules, 2004.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Bidder Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address & Tel. No: \_\_\_\_\_

\_\_\_\_\_

National I.D. Card No. \_\_\_\_\_

NTN No.: \_\_\_\_\_