

NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED

BIDDING DOCUMENTS

FOR

Providing Janitorial Services for NESPAK Offices located in Lahore

April 2026



NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED

**Human Resources Division, NESPAK House, 1-C, Block-N, Model Town Extension,
Lahore**

TABLE OF CONTENTS

1. TERMS AND CONDITIONS	Page 4
2. LETTERS OF BID	Page 9
3. SCOPE OF SERVICES	Page 13
Attachment: SERVICES AGREEMENT (Specimen)	

**BIDDING DOCUMENTS
FOR
PROVIDING JANITORIAL SERVICES AT
NESPAK OFFICES LOCATED IN LAHORE**

Terms and Conditions

1. Scope of Services

National Engineering Services Pakistan (Pvt.) Limited (NESPAK) (hereinafter called as the “Employer”) invites electronic Bids through EPADS on single stage-two envelope bidding procedure basis from reputed firms/companies, registered with Income Tax Department and who are on active taxpayers list of the Federal Board of revenue, for providing janitorial services at NESPAK Offices located in Lahore with following requirements:

- *Basement, Ground Floor, First Floor, Second Floor, Third Floor, Terraces, Balconies, Car parking Areas, Building Periphery, Lawns and Area inside security check posts, Stair Cases, Lobbies, Canteen, Kitchens and Wash Rooms within the premises of the above-mentioned peripheries comprising 1,54,925 SFT.*

The Bidders must quote for the complete scope of the Services. Any bid covering partial scope of Services will be rejected. The detailed scope of Services is attached as Annexure-A hereof.

2. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its Bid and the Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

3. Validity of the Bids

The Bids shall remain valid for a period of ninety (90) days after the date of bid opening.

4. Clarification of Bidding Documents

Any prospective Bidder seeking clarification regarding the Bidding Documents may submit a request to the Employer through EPADS. Bidders are advised to submit their questions in writing via EPADS not later than seven (7) days before the Bid submission deadline. The Employer will provide responses to all such queries through EPADS.

5. Amendment of Bidding Documents

At any time prior to the deadline for submission of Bids, the Employer may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by issuing addendum through EPADS. Any addendum thus issued shall be part of the Bidding Documents. Such addendum shall be issued not later than three (3) days prior to the deadline for submission of Bids.

6. Bid Security

Bid Security amounting to PKR 100,000 must be provided in the Technical Bid in the form of pay order/CDR in the name of National Engineering Services Pakistan (Pvt.) Limited.

Scanned copy of Bid Security to be provided on EPADS with Technical Bid & original shall be submitted to the Employer's address specified in Invitation to Bid before the Bid submission deadline, failing which the bid shall be rejected.

After the opening of Financial Bids, the Employer shall return Bid Securities of the Bidders, whose Technical Bids have been declared non-responsive to the requirements of the Bidding Documents.

The Bid Securities of unsuccessful Bidders shall be returned upon award of the Contract to the successful Bidder; whereas the Bid Security of successful Bidder shall be returned when the Bidder has signed the Contract with the Employer.

7. Documents Comprising the Bid

The Bid shall comprise two sets submitted simultaneously on EPADS, one called the Technical Bid and the other called the Financial Bid containing the following documents:

A. Technical Bid

The 'Technical Bid' shall comprise the following:

- i Duly filled-in, signed and stamped Letter of Technical Bid;
- ii Power of Attorney of signatory to Bid;
- iii Bid Security in accordance with Clause 6 hereof;
- iv Documentary evidences in accordance with requirements of Clause 10 hereof; and
- v These Bidding Documents duly signed and stamped.

B. Financial Bid

The 'Financial Bid' shall comprise the following:

- i Duly filled-in, signed and stamped Letter of Financial Bid.

The Bids comprising Technical and Financial Bids must be complete and in order for each requirement mentioned in these Bidding Documents.

8. Bid Prices, Currency of Bid and Payment

The prices shall be quoted by the Bidder entirely in Pak Rupees for the Services to be performed under the Janitorial Services Agreement. The payment shall also be made in Pak Rupees. The Bid Price shall be quoted inclusive of all prevailing taxes such as income tax, Punjab Sales Tax on Services, etc.

All applicable taxes shall be deducted at source while making payment to the Janitorial Services Provider as per Government Rules/Instructions/Notifications.

The quoted Total Bid Price shall be adjusted as per provisions stated in the attached Services Agreement.

9. Bid Submission, Opening and Clarification

The Technical Bid shall comprise the documents listed under Clause 7(A) hereof shall be marked as "Technical Bid". The Financial Bid shall comprise the documents listed under Clause 7(B) hereof shall be marked as "Financial Bid".

The Bid, prepared in accordance with the above provisions must be submitted through EPADS latest by deadline for submission of Bids mentioned in Invitation to Bid. The Technical Bids will be opened on same day on EAPDS in the presence of Bidders' representatives who choose to attend, at the address, date and time specified in the Invitation to Bid. Financial Bids will remain unopened until the specified time of their opening.

The envelopes marked 'Technical Bids' shall be downloaded and opened one at a time, and the following read out and recorded:

- (a) the name of the Bidder;
- (b) the presence or absence of Bid Security; and
- (c) any other details as the Employer may consider appropriate.

At the end of the evaluation of the Technical Bids, the Employer will open the Financial Bids of only those Bidders who have submitted substantially responsive Technical Bids. The date, time, and location of the opening of Financial Bids will be intimated by the Employer on EPADS.

The 'Financial Bids shall be downloaded and opened one at a time on EPADS and the following read out and recorded:

- (a) the name of the Bidder;
- (b) the Bid Prices, including any discounts; and
- (c) any other details as the Employer may consider appropriate.

Only discounts read out at Bid opening shall be considered for evaluation.

The Employer will record the minutes of the bid opening (Technical & Financial). Representatives of the bidders who choose to attend shall sign the attendance sheet.

To assist in the examination, evaluation and comparison of Bids the Employer may, at its discretion, ask the Bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

10. Bidding Requirements

A substantially responsive Bid is one which substantially meets the following requirements:

Sr. No.	Compliance Requirement	Submission Requirement
1.	Registration of firm	Sole proprietorship, partnership deed or relevant registration documents, etc.

2	Registration with Income Tax Department and be on Active Taxpayers List of the Federal Board of Revenue	NTN Certificate and extract of Active Taxpayer List
3	The Bidder shall not have been under temporary suspension or declared blacklisted or debarred by the Employer, any Government/Semi Government/Public Department in Pakistan or by a foreign country, international organization or other foreign institution;	An undertaking in the Letter of Technical Bid
4	There shall be no litigation against the Bidder by the Employer, any Government/Semi Government/Public Department in Pakistan;	An undertaking in the Letter of Technical Bid
5	Five years' experience of providing janitorial services with multinational organizations.	Satisfaction certificate from at least three such organizations is required
6	The Bidder shall be ISO-9001 certified.	Copy of certificate

Note: Documentary evidence must be provided for each above-mentioned requirement.

The Technical Bids meeting the above-stated bidding requirements shall be considered substantially responsive. A Bid determined as non-responsive will be rejected by the Employer and will not subsequently be made responsive by correction of the non-conformity.

Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by the Employer, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

11. Award of Contract

The Employer shall award the Contract to the Bidder whose Bid has been determined as most advantageous Bid (substantially responsive to requirements of the Bidding Documents with the lowest evaluated Bid Price).

Notwithstanding the above, the Employer reserves the right to annul the bidding process and reject all bids, at any time prior to award of Contract as per Rule 33 of Public Procurement Rules, 2004.

12. Other terms & Conditions

1. It shall be the Bidder's responsibility to make payment of salary, etc., to his staff including all benefits and Government dues payable under Labor Laws, if any, in respect of the Bidder's staff.
2. The Bidder shall also provide all the essential equipment required for the services at his own risk and cost comprising stools/ stairs (for external glass windows), vacuum cleaners, floor washing & rubbing machines. However, the cleaning material will be provided by the Employer.
3. The garbage etc. shall be disposed-off on daily basis to the place designated by NESPAK.
4. The Bidder will ensure that no intoxicate or any banned items to be used during the services. Fumigation shall be done on weekends with the prior permission of NESPAK.

5. The Bidder shall be provided by NESPAK with free of cost water, gas and electricity at service place.
6. The Bidder staff and incoming / outgoing staff will be subjected to thorough security check by the NESPAK Security.
7. The Bidder performance shall be reviewed after one month to evaluate the viability / workability. In case of non-compliances, of the Bidder, NESPAK Committee shall proceed in accordance with provision of the Services Agreement.
8. At the end of every month, the Janitorial services provider shall submit the monthly bill, if any, as per agreed conditions which shall be paid within two (02) weeks after tax deducted as per Government of Pakistan Laws.
9. The Bidders are required to read Services Agreement (Specimen) carefully. The Successful Bidder shall be invited to enter in to an agreement with the Employer valid for period of three (03) years.

LETTER OF TECHNICAL BID
PROVIDING JANITORIAL SERVICES AT NESPAK OFFICES LOCATED IN LAHORE

To:

Executive Vice President/Head,
CAC & HR Division,
NESPAK House,
1-C, Block N, Model Town Extension,
Lahore

Gentleman,

We, the undersigned, declare that:

1. Having examined the Bidding Documents, we offer to provide the janitorial services for NESPAK Offices located in Lahore as per terms and conditions stated therein;
2. As security for due performance of the undertakings and obligations of the Bid consisting of the Technical Bid and the Financial Bid, we submit herewith requisite Bid Security drawn in your favour with this Technical Bid;
3. We agree to abide by our Bid consisting of the Technical Bid and the Financial Bid, for the period of 90 days from the deadline for submission of Bids, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
4. The Bid is made without any collusion, comparison of figures or arrangement with any other Bidder for the janitorial services;
5. We are not under temporary suspension or declared blacklisted or debarred by the Employer, any Government/Semi Government/Public Department in Pakistan or by a foreign country, international organization or other foreign institution;
6. There is no litigation against our firm by the Employer, any Government/Semi Government/Public Department in Pakistan;
7. We are not participating as Bidders, in more than one Bid in this bidding process; and
8. We undertake that all the information and documents submitted with the Bid are genuine, and in case of incorrect information or fake documents we shall be liable for punitive action under the Applicable Law.

Dated this _____ day of _____ 2026

Signature: _____

in the capacity of _____ duly authorized to sign Bid for and on behalf of
_____ [attach Power of Attorney]

(Name of Bidder in Block Capitals)

(Seal)

Witness:

Signature: _____

Name: _____

Address. _____

Occupation _____

LETTER OF FINANCIAL BID
PROVIDING JANITORIAL SERVICES AT NESPAK OFFICES LOCATED IN LAHORE

To:

Executive Vice President/Head,
CAC & HR Division,
NESPAK House,
1-C, Block N, Model Town Extension,
Lahore

Gentleman,

1. Having examined the Bidding Documents, we offer to provide the janitorial services for NESPAK Offices located in Lahore for the sum of PKR _____ as per the following Price Schedule:

Sr. No.	Staff Description	Estimated QTY (No.)	Salary Cost per Month inclusive of all applicable taxes except Punjab Sales Tax on Services (PKR)	Amount (PKR)
1	Supervisor	1		
2	Glass Cleaner	1		
3	Sweeper	6		
(A)	Total Amount (per month)=			
(B)	Bid Price (for three years) = (A) x 36 =			
(C)	Punjab Sales Tax on Services @ 16% = (B) x 0.16 =			
(D)	Total Bid Price = (B) +(C) =			

2. We agree to abide by our Bid consisting of the Technical Bid and the Financial Bid, for the period of 90 days from the deadline for submission of Bids, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
3. The Bid is made without any collusion, comparison of figures or arrangement with any other Bidder for the janitorial services; and

4. We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this _____ day of _____ 2026

Signature: _____

in the capacity of _____ duly authorized to sign Bid for and on behalf of

(Name of Bidder in Block Capitals)
(Seal)

Business Address: _____

Witness:

Signature: _____

Name: _____

Address: _____

Occupation _____

Annexure-A

SCOPE OF SERVICES

A. On Daily Basis: (Janitorial Services)

1. Cleaning, Sweeping and water mopping of all tiled and glazed floors.
2. Dusting and cleaning of office furniture.
3. Cleaning of all washbasins sinks and water closets. Keeping one person for mopping of bathrooms, stair cases, and lobbies during office hours on each floor.
4. Cleaning scrubbing and disinfecting all toilets.
5. Emptying of all waste receptacles and cleaning of related items.
6. Dusting of venetian blinds.
7. Cleaning and dusting of all partitions, doors, windows and cupboards.
8. Cleaning of water coolers / dispensers.
9. Chemical cleaning of bathrooms as and when required.
10. Sweeping of road and outside area.
11. Collection and disposal of garbage.
12. Cleaning of drains and sewerage and keeping it free from choking.

B. On Daily Basis: (Glass Cleaning)

1. Cleaning of all interior and exterior glasses of all floors.
2. Cleaning of all water closets, waste lines and taps by using appropriate methods including the use of chemical for removal of stains.
3. Scrubbing and cleaning of lobbies and stair cases.
4. Spotless cleaning of steel railing with thinner.

C. On Fortnightly Basis:

1. Cleaning of all walls.
2. Dusting of all visible pipes, air-conditioning ducts fans and light fixture etc.
3. Scrubbing and cleaning glass doors and windows.
4. Cleaning of all wall and ceiling lights.
5. Cleaning of roof top.

D. On Monthly Basis:

1. Thoroughly scrubbing washing cleaning of all common areas and basement.
2. Removal of cobwebs.
3. Fumigation at designated locations.

ESTIMATED BUILDING AREA

1. BASEMENT AREA	Total covered area. 52,602 SFT Useable area 20,064 SFT Circulation area 32,538 SFT
2. CAR PARKING AREA	Total covered area. 77,606 SFT
3. GROUND FLOOR AREA	Total covered area. 36,788 SFT
4. FIRST FLOOR AREA	Total covered area. 37,100 SFT
5. SECOND FLOOR AREA	Total covered area. 37,681 SFT
6. THIRD FLOOR AREA	Total covered area. 17,754 SFT
7. TERRACES	04. No.
8. BALCONIES	02. No.
9. PERIPHERY	Around the Building G. Floor

Nos. of Bathrooms

1. FIRST FLOOR	04. No. (General)
2. BASEMENT	01. No. (Drivers / Guards)
3. GROUND FLOOR	01. No. (M.D Room) 04. No. (General 3 + 1)
4. FIRST FLOOR	04. No. (General)
5. SECOND FLOOR	04. No. (General)
6. THIRD FLOOR	02. No. (General)
7. CAR PARKING AREA	01. No. (Drivers / Guards)
8. MAIN REFLECTION POOL	01. No. (Front of Building)
9. MAIN COURT YARD / FOUNTAIN	02. No. (Left & Right of G. Floor)

10. CENTRAL FOUNTAIN

01. No. (Centre of G. Floor)

11. ACCESS / APPROACH ROAD

From Guard Post to last barrier

12. ENTRANCE COURT YARD

Front of Building

ESTIMATED MAN POWER REQUIREMENT

1. Supervisor/ Manager

01

2. Glass Cleaner

01

3. Sweepers

06

SERVICES AGREEMENT
(SPECIMEN)

**PROVISION OF JANITORIAL SERVICES AT
NESPAK OFFICES LOCATED IN LAHORE**

SERVICES AGREEMENT

(SPECIMEN)

THIS AGREEMENT (hereinafter called the "Services Agreement) is made at Lahore on
_____ **2026**

between

National Engineering Service Pakistan (Pvt) Limited a Consulting Engineering Company incorporated under the Companies Ordinance 1984 having its Registered Office, NESPAK House, 1-C, Block-N, Model Town, Extension Lahore, 54000 through its duly constituted attorney (hereinafter referred to as the "**the Client**" which expression shall include its successor-legal representatives and permitted assigns); of the one part

and

_____, Lahore. (hereinafter referred to as "**Janitorial Services Provider**", which expression shall include its successors, legal representatives and permitted assigns); of the other part.

(**Client and Janitorial Services Provider** are hereinafter collectively referred to as the "Parties" or individually as a "Party").

Whereas the Client has requested the Janitorial Services Provider to provide Services for NESPAK Offices located, in Lahore. The details of Services required are mentioned in Clause 1.3 and shall include but not limited to, providing Services pertaining to cleaning as required on day-to-day basis, (hereinafter referred to as the "Janitorial Services");

And whereas, Janitorial Services Provider represents that it is in the business of and has considerable expertise and experience in providing Janitorial Services, and executing the work of such nature, as is from time to time required by the Client.

And whereas, relying upon the representations made by Janitorial Services Provider, the Client has agreed to enter into an agreement with Janitorial Services Provider on a non-exclusive basis in respect of the Services and execution of work as specified hereunder and

Janitorial Services Provider agrees to provide the Services and execute the work as and when required by the Client on the terms and conditions set out in this Services Agreement.

NOW THEREFORE, INCONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, IT IS HEREBY AGREED BY THE PARTIES AS FOLLOWS:

1. Appointment

1.1 The Client hereby enters into an agreement with the Janitorial Services Provider on non-exclusive basis for rendering the Services on the terms and conditions contained herein. The provisions of this Agreement shall regulate the utilization of Services provided by Janitorial Services Provider to Client.

Janitorial Services Provider shall provide the Services only through its regular and permanent employees, hereinafter referred to as Janitorial 'Services Provider's Employees'.

1.2 The Janitorial Services include but not restricted to the as mentioned in Scope of Services [*Annexure-A attached in Bidding Documents to be made part of the Agreement*].

1.3 Unless otherwise required by the Client, the Services in connection with this Services Agreement shall only be performed in Lahore, Pakistan.

1.4 If for any reason the Client does not approve any Services of any employee or Employees of Janitorial Services Provider's Employee, the Janitorial Services Provider shall immediately ensure that a replacement is sent to the Client, ensuring that the execution of the Services Agreement is not disrupted or delayed.

1.5 It is mutually agreed by both the parties that any person which have any type of connection / relation with the Client, will not be engaged / employed by the Janitorial Service Provider.

1.6 This Services Agreement is subject to termination either by the Client or the Janitorial Services Provider by giving one month advance written notice without assigning any reason.

1.7 This Services Agreement shall become effective from the date of its signing by the both of parties.

1.8 Janitorial Services Provider shall commence the Janitorial Services within seven (07) days of signing of the Services Agreement.

1.9 At the end of each month the Janitorial Services Provider shall submit the monthly bill. As payment of Janitorial Services, a mutually agreed per month amount will be paid to Janitorial Services Provider by the Client on 15th of every month.

2. Duration

This Services Agreement be valid for a period of three (03) years up to _____ 2029.

3. Duties Janitorial Services Provider

3.1 Janitorial Services Provider shall ensure that:

a) The Janitorial Services are to be performed by Janitorial Services Provider on the basis of a 6 days working week and 48 hours per week; however, alternate arrangement of cleanliness is also responsibility of Janitorial Services Provider at occasions of ceremonial days/public holidays.

b) The Employees hired by Janitorial Services Provider for the discharge of their contractual shall be obligations suitably qualified and trained to perform the Services. All the employees of the Services Provider shall wear a neat & clean uniform provided by the Janitorial Services Provider.

c) Janitorial Services Provider shall provide eight (08) well trained persons including one (01) supervisor for services at NESPAK House Lahore.

All such persons shall be directly employed by Janitorial Services Provider, which shall, as employer, be directly and solely responsible for all such employees and personnel and for the payment of their wages, salaries and other benefits.

d) Janitorial Services Provider shall themselves ensure that their Employees comply with all applicable laws, rules and regulations and the customs of Pakistan.

e) All Janitorial Services are carried out with reasonable skill and care.

f) Janitorial Services Provider promptly notify Client of any matter coming to their knowledge and to knowledge of any of the Janitorial Services Provider's Employee, which could have a material affect on the business or affairs of The Client;

g) The Janitorial Services Provider Employees comply with any regulations provided to Janitorial Services Provider under clause 4.1 here in below.

3.2 Janitorial Services Provider shall be exclusively responsible for paying the salary and other emoluments and providing the benefits to which each Janitorial Services Provider Employee is entitled under his contract with Janitorial Services Provider. For the sake of clarity, it is specifically provided that the Client shall not be liable to any Janitorial Services Provider Employee for any salary or emoluments, or for the reimbursement of any expenses, or for any other amount on any other account. All claims made by Janitorial Services Provider Employees shall be dealt with exclusively by Janitorial Services Provider. None of the Janitorial Services Provider Employees shall be entitled to seek employment of the Client merely on the ground that he had been engaged by Janitorial Services Provider during the tenure of this Services Agreement or was engaged by Janitorial Services Provider for the provision of the Janitorial Services to the Client.

3.3 The Janitorial Services Provider is responsible for the due and proper observance of all laws including Labour Laws ("Labour Laws") applicable to themselves and their employees and shall ensure compliance of all statutory payments under the provisions of Labour Laws, including but not limited to EOBI, Social Security, Gratuity, Education Cess and Group life insurance and hereby agrees to keep and hold the Client indemnified against any loss, damage, set back, claim etc. in this regard at any time in the future including during subsistence or after expiry or termination of this Services Agreement. Such indemnification shall supersede this Services Agreement.

3.4 During the tenure of this Services Agreement, any person deployed by the Janitorial Services Provider to the Client for the discharge of contractual obligations, each Janitorial Services Provider's Employee shall be employed only by Janitorial Services Provider and shall neither be employed by the Client, nor represent or pose himself / herself as being an employee of the Client, nor paid any salary or remuneration by the Client.

3.5 The Janitorial Services Provider shall maintain well defined mechanism for redressing complaints in respect of discharge of obligations under the Services Agreement. All complaints shall be resolved by the Janitorial Services Provider, in consultation with the Client, in the shortest possible time and in a just, fair and equitable manner.

3.6 Janitorial Services Provider shall inform the Client about any change amongst its management team during the tenure of this Services Agreement.

3.7 The Janitorial Services Provider shall deposit Rs300,000 (Rupees Three Hundred Thousand only) as Security Deposit in favour of NESPAK, which will be refundable at the time of satisfactory completion of the Services Agreement.

4 Duties of the Client

4.1 The Client may provide Janitorial Services Provider with copies of any and all internal regulations required to be complied with by Janitorial Services Provider during the performance of the Janitorial Services including, without limitation, code of conduct and security procedures. The Client shall notify Janitorial Services Provider of any changes to the same during the continuance of this Services Agreement.

5 Price Adjustment

5.1 The invoiced amount for each month from the 13th month beyond commencement of the services shall be adjusted as below:

a. From 13th month to 24th month

$$\text{Adjusted Amount} = \text{Invoiced Amount} \times \frac{\text{General CPI (National) for 13th month}}{\text{General CPI (National) for the month of commencement date}}$$

b. From 25th month to 36th month

$$\text{Adjusted Amount} = \text{Invoiced Amount} \times \frac{\text{General CPI (National) for 25th month}}{\text{General CPI (National) for the month of commencement date}}$$

Value of CPI General shall be as per Pakistan Bureau of Statistics, Monthly Statistical Bulletin, Government of Pakistan.

6. Notices

6.1 Any notice or other communication given under by this Services Agreement shall be in writing.

6.2 Any such notice or other communication shall be addressed as provided in sub-clause 6.2 (b) and, if so addressed, shall be deemed to have been duly given or made as follows:

- (a) If sent by personal delivery, upon receipt at the address of the relevant Party;
- (b) If sent by first class post or courier, upon delivery to the addressee.

The relevant addressee and address of each Party for the purposes of this Services Agreement are:

Name of Party	Address
M/S NATIONAL ENGINEERING SEVICES PAKISTAN (Pvt) LIMITED	NESPAK HOUSE: 1-C, Block-N, Model Town Extension, Lahore - 54700 Tel PABX: 92-42-99231944 Fax: 92-42-99231950 E-mail: info@nespak.com.pk
Name of Party	Address

Governing Law & Arbitration.

1 This Services Agreement shall be governed by and construed in accordance with the laws of Pakistan and each of the Parties hereto submits to the non-exclusive jurisdiction of the courts in Lahore, as regards any claim or matter arising under this Services Agreement.

2 The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Services Agreement or its interpretation. Any dispute between the Parties as to matters arising under this Services Agreement which cannot be settled amicably may be submitted by either Party to arbitration. The arbitration proceedings shall be conducted in accordance with the Arbitration Act 1940 or any amendment or re-enactment thereof and the rules made thereunder. Each dispute submitted by a Party to arbitration shall be heard by an arbitration tribunal comprising two arbitrators, one to be appointed by each party, and an umpire to be appointed by the two arbitrators so appointed. The umpire shall be any person to be appointed by the arbitrators. Arbitration proceedings shall be held in Lahore, Pakistan.

IN WITNESS WHEREOF the Parties have executed this Services Agreement on the date first mentioned above.

For and on behalf of NESPAK (Client)	For and on behalf of (Janitorial Services Provider)
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Mr.Hisham Khalid Manager General Services Human Resources Division	
Witness 1:	Witness 1:
Witness 2:	Witness 2: