

# Bidding Documents

Tender No. 19-18

HIRING OF PRIVATE SECURITY SERVICES FOR SECURITY ARRANGEMENTS OF  
THE UNIVERSITY PREMISES, GIRLS HOSTELS AND BOYS HOSTELS OF  
KING EDWARD MEDICAL UNIVERSITY, LAHORE



**BIDDING DOCUMENTS**  
**KING EDWARD MEDICAL UNIVERSITY, LAHORE**  
**FINANCIAL YEAR 2017-18**



# **KING EDWARD MEDICAL UNIVERSITY, LAHORE**

**TENDER No. 19-18**

## **TENDER FOR**

**HIRING OF PRIVATE SECURITY SERVICES FOR SECURITY ARRANGEMENTS OF THE UNIVERSITY PREMISES, GIRLS HOSTELS AND BOYS HOSTELS OF**

## **KING EDWARD MEDICAL UNIVERSITY, LAHORE**

Tender Fee	Rs 500/-
Last date of Issuance	06/11/2017
Receiving Date & Time	06/11/2017 TILL 10:00 a.m.
Opening date & Time	06/11/2017 at 10:30 a.m.
Venue	KEMU, Lahore.
Earnest Money	2% of quoted value in the shape of CDR.

### **PARTICULARS OF THE PARTICIPATING FIRMS**

**Name of Bidder.** -----

**Complete Residential Address** -----

**Office Telephone /Fax No.** -----

**Address of Building to be rented** \_\_\_\_\_

**Name of authorized representative** -----

**Cell No. (Authorized Representative** -----

**I.D. Card No. ( N.I.C.) (Copy attached)**-----

**Sales No.** -----

**Income Tax No. ( N.T.N.)** -----

**Amount of Tender Fee deposited** -----  
(Copy Attached)

### **CERTIFICATE (MUST BE PROVIDED ON STAMP PAPER OF Rs. 20/-**

We M/S -----are not suspended/Black listed/defaulters of any Government/Autonomy Institution at any time. We accept the terms & conditions of the bidding documents. In case of any violation of any of the terms and conditions, our security/call deposit may be forfeited. We further hereby undertake that such an action of the administration shall not be challenged in any court of law.

We also confirm to abide by all the terms and conditions laid down in the tender inquiry or any subsequent amendment made by the KEMU. Maintenance of equipment and replacement of the defective parts will be done without any cost during warranty.

**SIGNATURE OF THE BIDDER  
STAMP**



# KING EDWARD MEDICAL UNIVERSITY, LAHORE

## TENDER ENQUIRY

TENDER FOR HIRING OF PRIVATE SECURITY SERVICES FOR SECURITY ARRANGEMENTS OF THE UNIVERSITY PREMISES, GIRLS HOSTELS AND BOYS HOSTELS OF

## KING EDWARD MEDICAL UNIVERSITY, LAHORE

### TERMS & CONDITIONS

Sealed offers are invited from all Security Services Providers having good repute according to attached specifications, as per schedule in this Tender Enquiry. Tender should be addressed in the name of the Vice Chancellor, King Edward Medical University, Lahore along with the following arranged documents:-

S. No.	KNOCK OUT CLAUSES	YES/NO	PAGE#
1	Original receipt for purchase of tender (Receipt No. & Date)		
2	Acceptance of terms and conditions of tender documents duly signed and stamped.		
3	Attested Copies of National Tax Number and General Sale Tax Number.		
4	Original CDR of bid security ( demanded in the tender form)		

The bid shall be received under the Punjab Procurement Rules, 2014.as specified below:-

Only that rule will be mentioned under which Tender is being floated.

**1. i. Single Stage One Envelope Bidding {PPRA, 2014 Rule 38(1)}**

Save as otherwise provided in these rules, single stage one envelope bidding procedure shall ordinarily be the main open competitive bidding procedure used for the procurement of works and standard goods.

**2. General Terms**


1. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
2. The bidder is required to offer competitive price. All prices must include the taxes/ duties etc., where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/ duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the procuring agency.
3. Bids shall remain valid for period of (180) days after opening of Tender. The bid validity will be extendable equal to the period of the original bid validity with mutual consent of the parties. A bid valid for a shorter period shall be rejected as non-responsive.
4. Failure to submit the tender in the manner prescribed in the invitation to tender will not be accepted

**No offer will be considered if it:**

- i. Is received after the date and time fixed for its receipt.
  - ii. Is unsigned.
  - iii. Is conditional.
  - iv. Is given by a firm black listed, suspended or removed from any institution Public or Private in the Country.
  - v. Is received with a validity period shorter than that required in the tender inquiry.
  - vi. Does not conform to the general conditions of the tender inquiry.
11. The tender documents should be signed by the authorized representative of the firm.
  12. A bidder quoting against this Invitation to bids shall be deemed to have read and understood the conditions thereof and the particulars of the tender by the purchaser and their specification etc.
  13. In case of dispute, decision of the Vice Chancellor, KEMU, Lahore shall be final.

**Special Terms**

1. The Company / Agency should be registered with the Ministry of Interior, Government of Pakistan.
2. All the arms / ammunition provided by the company / agency should be licensed, issued by the Ministry of Interior, Government of Pakistan.
3. The Company / Agency should have minimum Three (03) years of experience with well reputed institutions.
4. The Company / Agency will be responsible to provide the arms / ammunition, metal detector and bottom view mirror as per the requirement and will not claim in monthly charges.
5. The monthly emoluments of security guards shall be claimed on basis of 12 hours shift/duty. The Contractor shall issue an invoice on or around the 1<sup>st</sup> of every month which the Client shall settle by the 5<sup>th</sup> of the following month through a cross cheque in favor of the Contractor i.e. M/S ABC.... subject to receipt of a valid invoice from the Contractor.
6. The agreement (if contract issued) may be terminated at any time during the contract period by either party giving one month prior written notice to the other party.
7. Weapons shall be in proper working condition. Failing to do so shall result in suspension of payment until the faulty weapons are replaced.

  
**Vice Chancellor**  
King Edward Medical University,  
Lahore

## SPECIFICATIONS FOR HIRING OF SECURITY SERVICES

Sr. No.	Manpower / Equipment	Quantity	Rates Per Month / Per Item
1.	Security Supervisor	03 Nos	
2.	Security Guards	57 Nos.	
3.	Base Station Operator	02 Nos	
4.	2 x Base Station / 6 x Walky Talky	One Time Charges	

**Note:** Number of Security Supervisors and Security Guards may ~~be~~ increase or decrease according to the requirement of the University on monthly basis.

