

ACCOUNTANT GENERAL PAKISTAN REVENUES
G-8/4, ISLAMABAD
Ph: 051-9260325

PROVISION OF SECURITY GUARDS SERVICES FOR AGPR, ISLAMABAD.

Accountant General Pakistan Revenues (AGPR), Islamabad, hereby invites tenders, for provision of Security Services for O/o the AGPR, G-8/4, Islamabad.

General Terms and Conditions:

1. Mandatory Requirements

All bids shall be evaluated on the basis of mandatory requirements at first stage of technical evaluation. Failing to meet any of the mandatory requirements shall result into disqualification of the bid. The bidder must furnish documentary evidence for following mandatory requirements

S. No	Mandatory Requirements	Attached at Page Number	Yes/ No
1.	Firm Profile including Bank Details,		
2.	Registration with SECP as Private Limited Company/Registrar of Firms.		
3.	Registration/License number/NOC regarding Security Services from ministry of Interior		
4.	National Tax Number (NTN) certificate FBR and should be an active tax payer.		
5.	Sale Tax Registration Certificate		
6.	Certificate of member ship with all Pakistan Security Agencies association.		
7.	Certificate of registration with Employee Old Age Benefit institution (EOBI).		
8.	An original and latest undertaking/affidavit on judicial paper that the firm/ company has not been blacklisted by any Government, Semi Government, Autonomous or any State-Owned Organization		
9.	At least three good performance certificates from major clients (Government departments, multinational companies, Banks and five-star hotels) where your company has provided or providing security services.		

10.	Should have licenses of semi-automatic weapons (Type and Number of Weapons)		
11.	Pay order/demand Draft of Rs. 300,000/- (Rupees: Three Hundred Thousand Only) in favour of Branch Officer (Admn), AGPR, Islamabad (Cheques are not acceptable) shall be submitted before the bid closing time. Copy of the pay order/demand draft shall be scanned and made part of technical proposal to be submitted electronically. Original pay order/ demand Draft shall reach to the Branch Officer (Admn), AGPR, before closing of bidding time		
12.	Experience related to similar assignments (at least Five Government Departments or Multinational or Listed Companies/Banks).		
13.	Assignment in Hand (Presently), (least three Government Departments or Multinational or Listed Companies/Banks)		
14.	The Contractor Firm will ensure that they have enough financial capacity to pay at least two-month salary timely to the deputed Manpower in AGPR and Contractor Firm should submit such undertaking signed by CEO/CFO or Managing Partner on judicial stamp paper		
15.	An undertaking on stamp paper that the bidder has read all terms and conditions of the tender mentioned anywhere in the tender documents and is liable to any punitive action for furnishing false information / documents		

Note : All supporting documents (with proper page numbers as referred in above table must be attached with technical proposal to qualify.

- The Security Companies/firms must be registered with Employee Old Age Benefit institution (EOBI) for EOBI deductions/payments under EOBI act.
- The firm should have a minimum of five (05) years' experience of similar assignment and should have a proper setup/office at Islamabad/Rawalpindi.
- The Purchase Committee of AGPR shall open the Pre-qualification proposals at 11:30 A.M on 20th May 2025 .in the presence of the bidders or their authorized representatives, who may like to be present. The technical proposals shall be evaluated as per criteria given above. Bids not complying with the requirements above shall be declared as non-Responsive and their financial proposals shall not be opened.
- The Purchase Committee shall open the financial proposals (**Annex-I**) of technically pre-qualified firms. Date and time for the opening of financial proposals to be communicated electronically through EPADS.

6. Only one authorized representative per bidder shall be allowed to attend the opening of bids.
7. The contract shall be awarded to the lowest evaluated bidder.
8. If two or more bidders quote the same prices in financial proposal, then the contract will be awarded to the most advantageous firm as per criteria.
9. The security company will be responsible to get each guard medically examined by a Registered Medical Practitioner. Similarly, the Company shall provide Character Certificate (endorsed by local police station) of each guard.
10. The guard provided by the Security company should not be less than 25 years and not more than 50 years of age. Bulky/overweight person not be accepted.
11. The Security company shall provide uniforms and all necessary equipment's (at least 2x Hand held Metal Detectors and 1x Vehicle search mirror) to the security guards to the entire satisfaction of the AGPR.
12. The Security Company shall provide to the AGPR, trained security guards ex-services personnel who shall be able to perform security services in accordance with best industrial practice and to the entire satisfaction of the AGPR
13. The bid validity period shall be (03) months, starting from the last date of receipt of bids.
14. The earnest money of Rs. **300,000/-** (Rupees: - Three Hundred Thousand Only) of the un-successful bidders shall be released after award of tender letter.
15. The successful bidder shall be required to enter into a formal Contract Agreement, to be executed with mutual consent of both the parties.
16. The proposals should not have any over-writing or cutting. The Bid opening committee of AGPR reserves the right not to consider the proposal having aforementioned deficiencies.
17. Payment of the bills shall be subject to the deduction of mandatory government taxes/levies.

18. During the currency of the contract, the firm shall provide Security Services as per terms and conditions, to be settled later on in the shape of contract agreement, failing which the earnest money shall be forfeited by the AGPR.
19. In case, the **additional Security Guards** are required by AGPR from successful bidder the security company shall provide the services on the same rates, terms and conditions.
20. All terms & conditions laid down herein shall be part and parcel of the Contract Agreement of Security Services is attached at **Annex-II** In case of failure to adhere with terms & Conditions laid down in Contract Agreement, AGPR, reserves the right to terminate the agreement with or without giving notice and forfeit Performance Guarantee and any amount due toward Security Company.
21. Interested firms may visit the office of AGPR at any time during working hours.
22. Before submission of bid, the terms & conditions of the tender documents must be read carefully. After submission of bids and till finalization of tendering process and award of contract, no query will be entertained.
23. AGPR reserves the right to cancel/reject any or all bids of proposals at any time prior to the acceptance of a bid of proposal as per PPRA Rules, 2004.

Accounts Officer (Admn)
Ph: 051-9260325



**GOVERNMENT OF PAKISTAN
OFFICE OF THE ACCOUNTANT GENERAL
PAKISTAN REVENUES, G-8/4, ISLAMABAD**

No. Admn-II/Tender/Security Guards/2025-26/

Dated:- April 30 ,2025

Tender Notice

1. Office of Accountant General Pakistan Revenues, G-8/4, Islamabad, invites electronic bids from well reputed, experienced and license holding private Security Companies/firms registered with PPRA and SECP, **through EPADS only**, to provide armed security guards (preferably Ex-Servicemen) with sound physique and trained in use of weapons and other relevant security gadgets for round the clock security of AGPR Office for a period of **one year**, further extendable up to **two years** with mutual consent on satisfactory performance of contractor.
2. Single Stage – Two Envelope bidding process will be adopted. E-bidding documents containing detailed terms and conditions, specification and requirements can be downloaded from AGPR website www.agpr.gov.pk. and EPADS (<https://eprocure.gov.pk>) PPRA's website www.ppra.org.pk free of cost. Manual bidding shall not be accepted.
3. The firms must be registered with Federal Board of Revenue having NTN / Sales Tax Numbers, Punjab Revenue Authority (PRA)/ relevant federal / provincial revenue authority, should be on Active Taxpayers List and **fulfill the other eligibility criteria/ terms and conditions as per tender document**.
4. The Security Companies/firms should quote their rates while ensuring compliance with the Federal Government's minimum wage rates, applicable taxes and EOBI subscription requirements etc. Any increase or decrease in rates imposed by the Government or ICT administration during the term of this agreement shall be adjusted by the AGPR office.
5. Each bid accompanied by earnest money in the shape of pay order/demand Draft of Rs. **300,000/- (Rupees: Three Hundred Thousand Only)** in favour of Branch Officer (Admn), AGPR, Islamabad which shall be submitted to the undersigned before the bid closing time. Copy of the pay order/demand draft shall be scanned and made part of technical proposal to be submitted electronically.
6. The electronic bids must be uploaded by using EPADS on or **before 20th May 2025 at 11:00 AM**, which shall be opened through EPADS on the same day at 11:30 AM in presence of representative of the bidders.

**Branch officer (Admin-II) AGPR
G-8/4, Islamabad
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