

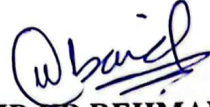
National Institute of Folk and Traditional Heritage (Lok Virsa)
National Heritage and Culture Division
Government of Pakistan

No.10(47)/2024-Admin

April 24th, 2025

Subject: **TENDER NOTICE – HIRING OF SECURITY AGENCY**

I am directed to forward herewith an advertisement “Tender Notice” along with cheque No. 00742730 amounting Rs. 15,000/- (rupees fifteen thousand only) as advance tender fee for hiring of security agency at Lok Virsa which may please be published on Public Procurement Regulatory Authority’s (PPRA) Website.


(UBAID UR REHMAN)
Superintendent (Admin)

Director (MIS)
Public Procurement Regulatory Authority (PPRA)
Islamabad



TENDER NOTICE

Lok Virsa is seeking experienced and well established security companies to submit their bids for providing round the clock (24/7) security services at Lok Virsa premises and its entities.

Scope of Work:

The selected company shall be responsible for:
Providing round the clock security services to Lok Virsa premises and its entities.

Submission Requirements:

Interested companies are invited to submit the following documents:

- Bid Security is @ 5% of total bid in the form of Pay Order/Demand Draft (refundable) in favour of Lok Virsa to be physically submitted at Lok Virsa Admin section in a sealed envelope clearly mentioning the tender name, (FTN/NTN: 9010387), and scanned copy of which is required to be uploaded through E-PADS before the closing date and time.
- The tender documents will be available on digital platform "E-PADS" by Public Procurement Regulatory Authority (PPRA).
- All submissions must be made on the E-PADS system by registering for vendor/supplier portal at on <https://eprocure.gov.pk>. No manual bid submissions will be entertained.
- A detailed portfolio/profile of the security company showcasing previous experience preferably with government sector
- A quotation specifying the pricing structure security guards
- Contact information, including full name, address, telephone number, and email address.
- Only registered companies with FBR certificates and ATL active status.
- Single stage two envelop policy shall be applied for opening the bids.

Submission Deadline:

All submissions must be made before the closing date i.e 12th May, 2025 before 11 am on E-PADS. The bids will be opened through E-PADS the same day at 11:30 am. Late submissions will not be considered.

Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

- Quality and creativity of previous work mentioned in the portfolio.
- Experience of the company.
- All kind of relevant certificates/documents
- Bids submitted by the security company

Selection Process:

After the submission deadline, the evaluation committee will review all proposals and select the most qualified company based on the evaluation criteria. The selected company will be notified accordingly.

Additional Information:

For any inquiries or clarifications regarding this tender, please contact 051-9249208. Lok Virsa reserves the right to accept or reject any proposal and to cancel the tender process at any time without incurring any liability as per PPRA rules.

Administration Section
National Institute of Folk & Traditional Heritage (Lok
Virsa) Garden Avenue, Shakarparrian, Islamabad.
Ph. No. 051-9249208