

**PUBLIC PROCUREMENT REGULATORY  
AUTHORITY (PPRA)**

**CONTRACT AWARD PROFORMA – I**  
**(As Per Rule 47 of PP Rules, 2004)**

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services and Goods.

- State Bank of Pakistan Banking
- NAME OF THE ORGANIZATION/DEPTT. Services Corporation Quetta
- FEDERAL / PROVINCIAL GOVT. Autonomous
- TITLE OF CONTRACT PROCUREMENT OF JANITORIAL, GARDENING AND  
MAINTENANCE SERVICES AT SBP BSC QUETTA
- TENDER NUMBER ED/ 003032/23/OS-2022
- BRIEF DESCRIPTION OF CONTRACT \_\_\_\_\_  
SBP BSC Quetta intends to acquire JANITORIAL, GARDENING AND MAINTENANCE SERVICES
- \_\_\_\_\_
- \_\_\_\_\_
- TENDER VALUE 8.19 million
- ENGINEER'S ESTIMATE N-A  
(for civil Works only)
- ESTIMATED COMPLETION PERIOD 365 Days
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL  
PROCUREMENT PLAN? Yes Yes / ~~XX~~
- ADVERTISEMENT :
- (i) PPRA Website TS501010E dated 19-01-2023 Yes / ~~XX~~  
(Federal Agencies) (If yes give date and PPRA's tender number)
- (ii) News Papers Daily The NEWS, Daily Ausaf 22-01-2023 Yes /  
~~XX~~  
(If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME) 14-02-2023 at 03:30 PM
- NATURE OF PURCHASE Local Local / International
- EXTENSION IN DUE DATE (If any) NO ~~XXX~~ / No

- NUMBER OF TENDER DOCUMENTS SOLD Tenders were downloaded by the prospective Bidders from website  
(Attach list of Buyers)
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS YES Yes / ~~XX~~  
(If yes enclose a copy).
- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS YES Yes / ~~XX~~  
(If yes enclose a copy).
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
- |  |                                     |
|--|-------------------------------------|
| a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____       | <input type="text" value="-"/>      |
| b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. _____      | <input type="text" value="36 (b)"/> |
| c) TWO STAGE BIDDING PROCEDURE. _____                | <input type="text" value="-"/>      |
| d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. _____ | <input type="text" value="-"/>      |
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT CONTRACTING, NEGOTIATED TENDERING ETC.)
- WHO IS THE APPROVING AUTHORITY N-A
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING. NA
- NUMBER OF BIDS RECEIVED 06
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes / ~~XX~~
- WHETHER INTEGRITY PACT WAS SIGNED N-A Yes / ~~XX~~

**PUBLIC PROCUREMENT REGULATORY**  
**AUTHORITY (PPRA)**  
**(As Per Rule 47 of PP Rules, 2004)**

**CONTRACT AWARD PROFORMA – II**

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services & Goods.

- NUMBER OF BIDDERS PRESENT AT THE TIME OF  
OPENING OF BIDS 05
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER \_\_\_\_\_  
M/s Pak Multi Services PVT LTD Office No.6, 5th Floor, Rizwan Arcade, Adamjee Road,  
Saddar, Rawalpindi.
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATED BID).  
1st M/s Pak Multi Services PVT LTD . 2nd M/s Khan and Sons
- NEED ANALYSIS (Why the procurement was necessary?) \_\_\_\_\_  
JANITORIAL, GARDENING AND MAINTENANCE SERVICES
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE  
REASONS (Briefly describe) NO
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS YES Yes / ~~No~~
  
- DATE OF CONTRACT SIGNING 01-06-2023  
(Attach a copy of agreement)
  
- CONTRACT AWARD PRICE Rs. 8,194,056/-
  
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS YES Yes / ~~No~~  
(Attach copy of the bid evaluation report)
  
- ANY COMPLAINTS RECEIVED NO ~~Yes~~ / No  
(If yes result thereof)  
\_\_\_\_\_  
\_\_\_\_\_
  
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS NO ~~Yes~~ / No  
(If yes give details)
  
- DEVIATION FROM QUALIFICATION CRITERIA NO ~~Yes~~ / No  
(If yes give details)  
\_\_\_\_\_  
\_\_\_\_\_
  
- SPECIAL CONDITIONS, IF Any  
(Give Brief Description) NO  
\_\_\_\_\_  
\_\_\_\_\_





30 MAY 2023 7/5 Pak Multi Services Pvt Ltd Rs 20500/-

**Contract for Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Quetta**

*(Signature)*  
DISTRICT ACCOUNTS OFFICER  
QUETTA

This Contract for janitorial, gardening and maintenance services at **State Bank of Pakistan, SBP BSC Quetta** is made on the 1<sup>st</sup> day of the month of **June 2023**.

**BETWEEN**

**SBP Banking Services Corporation (Bank)** formed under **SBP Banking Service Corporation Ordinance 2001**, with having its office located at **State Bank Of Pakistan Banking Services Corporation Gulistan Road Quetta** represented by the **Chief Manager** hereinafter called/ referred to as **The Bank** (which expression, wherever the context so required, shall include its heirs, executors, assigns, and administrators as the case may be) of **The First Part**.

**AND**

**M/s. Pak Multi Services (Pvt) Ltd.** a partnership, firm, company having its office located at **Office # 06, 5th Floor, Rizwan Arcade, Adamjee Road, Saddar Rawalpindi**, represented by **Mr. Abdul Zahid**, an adult, resident of **House No. 62, Line No. 5, Street No. 2, Gulistan Colony, Rawalpindi** (hereinafter referred as "**Service Provider**") (which expression, wherever the context so required, shall include its heirs, executors, assigns, and administrators as the case may be) of **The Second Part**.

WHEREAS **SBP BSC** is desirous of acquiring janitorial, gardening and maintenance services from an independent **Service Provider** for which purpose **SBP BSC** issued an **Invitation to Bid (ITB)** No. **ED/003032/23/OS-2022** calling for bids in the manner as provided for in the **Public Procurement Rules, 2004 (PPR-2004)**.

AND WHEREAS the **Service Provider** submitted its bid in response to the **SBP BSC's ITB** and the bid of the **Service Provider** has been accepted by **SBP BSC**, where after, **SBP BSC** has offered to the **Service Provider** to perform the services as per this contract.

AND WHEREAS the **Service Provider** having represented to **SBP BSC** that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this contract at an agreed contract price.

NOW THEREFORE the parties hereto agree as follows:

The following documents attached hereto shall be deemed to form an integral part of this contract:

- General Conditions of Contract;







30 MAY 2023 Special Conditions of Contract: *SBP Quetta Services Pvt. Ltd R/S-2500/a*

- Instructions to bidders and bid data sheet
- Bidding Documents-Section V
- Bidding Documents-Section VI
- Beneficial Ownership (if applicable)
- Letter of Acceptance
- Performance Guarantee
- Addendum / corrigendum (If any)
- Integrity Pact (If applicable)
- Non-Disclosure Agreement (If applicable)

*[Signature]*  
DISTRICT ACCOUNTS OFFICER  
QUETTA

The mutual rights and obligations of SBP BSC and the Service Provider shall be as set forth in the Conditions of Contract and Invitation to Bid (ITB), in particular:

- The Service Provider shall carry out the Services only through its regular / contracted employees, 'in accordance with the provisions of the Conditions of Contract and ITB; and
- SBP BSC shall make payments to the Service Provider in accordance with the provisions of the same after deduction of all the applicable taxes required under the existing laws at the time of payment and recover damages, if any, during provision of the services.

IN WITNESS WHEREOF, the Parties hereto have caused this contract to be signed in their respective names as of the day and year first above written.

For and on behalf of **SBP Banking Services Corporation Quetta**

*[Signature]*

**Sarfraz Ahmed Nadeem**  
Chief Manager  
STATE BANK OF PAKISTAN  
SBP BSC (Bank) Quetta.

[Authorized Representative] (Name, Designation and Signature)

Witness-1:

*[Signature]*

Signed by:

CNIC #:

**Aazar Younas Khan**  
Executive Engineer (Civil)  
State Bank of Pakistan  
SBP BSC (Bank), Quetta.

Witness-2:

*[Signature]*

Signed by:

*[Signature]*  
Cr. Officer, SBP BSC Quetta





017243



30 MAY 2023 CNIC # 7/0 Pak Multi Services Pvt Ltd R/- 20500/-

DISTRICT ACCOUNTS OFFICER  
QUETTA

For and on behalf of **Pak Multi Services Pvt Ltd.**



*Handwritten signature*

Abdul Zahid (CEO) 37405-0382085-1

Witness-1:

*Handwritten signature*

Signed by: **Kashif Khazik**  
CNIC #: 82102-1981424-7

Witness-2:

*Handwritten signature*

Signed by: **Mubasher Hussain**  
CNIC #: 37401-7804765-1



*Handwritten signature*

017244



10 MAY 2023 م/س پاک ملٹی سروسز پرائیویٹ لمیٹڈ رقم 20500/5

*[Handwritten Signature]*  
 DISTRICT ACCOUNTS OFFICER  
 QUETTA

*[Handwritten Signature]*





## SECTION IV (SCHEDULE A TO BID) – QUALIFICATION INFORMATION AND BID EVALUATION CRITERIA

### **Basic Conditions for Qualification**

- 1.1 Joint Ventures (JV) are not allowed, only firms/ companies fulfilling the requirements mentioned in the Invitation to Bid are eligible to participate in the bidding process.
- 1.2 Information supplied by the Bidders for the qualification statement must apply to the company, named on the statement only. The substitution of background information pertinent to qualification will not be considered for another company related to the applicant company through a "Group ownership". Financial Bids of only technically qualified bidders shall be opened and the Contract shall be awarded to the most advantageous bidder.
  - a) SBP BSC will review the information supplied by the bidders submitted for qualification and will make public the results of qualification to the bidders.
  - b) Firms/Companies applying for qualification are advised that any variation of constitution or membership from that put forward in response to this notice, without prior approval of SBP BSC may result in their disqualification.
  - c) The response to this notice must be sufficiently detailed to convince SBP BSC that the firms/companies applying for qualification have the experience as well as the technical, administration and financial qualifications necessary for the execution of the services and they must prove that they have carried out similar services in their own country or abroad.
  - d) Only Technical Proposals will be opened in the presence of Bidders or their authorized representatives who may choose to attend as per the schedule provided in the Invitation to Bids. The bidders should provide maximum information required for evaluation of their Technical Proposals.
  - e) The Financial Bids of the technically qualified bidders shall be opened on the date and venue communicated to the bidders through email/registered post/ courier service. The Financial Bids of the Bidder's, who fail to qualify, shall be returned to them unopened. Decision of SBP BSC in this connection shall be final and binding on all Bidders.

### **Qualification Criteria:**

#### **2.1 General**

Qualification will be based on all the criteria given in paras 2.1 to 2.2 regarding the Bidder's general and particular experience, personnel and equipment capabilities, and financial position, as demonstrated by the Bidder's responses in the forms attached to this letter. SBP BSC reserves the right to waive minor deviations, if these don't materially affect the capability of Bidder to perform the contract.

SBP BSC reserves the right to verify or seek clarification of the information furnished by the Bidders. In this regard, Employer reserve the right to have site visit to verify the previous installation /work experience etc. SBP BSC may reject any application for any misrepresentation knowingly made by any bidder in, or pursuant to, their application or for any statement furnished in connection therewith, and intended to be relied upon by the SBP BSC, which is incorrect in any respect.

#### **2.2 Qualification Criteria**



For Bidder (Sign and Stamp)



For Bank (Sign and Stamp)

In addition to the eligibility criteria given in the instructions to bidders, for qualification purpose, the bidders must meet the following requirements.

Sr.	Minimum Eligibility/ Qualification Criteria	Means of verification	Attached
1.	Bid Security is required as per clause ITB-14.	Bid Security in Original is to be attached with Technical Proposal.	Original bid Security
2.	Bid is unconditional		
3.	Duly filled and signed Form of Bid		
4.	The bidder should be registered with relevant Tax authorities and appear on Active Tax payer list of FBR.	Attach copies of relevant Tax Registration Certificate and proof of being on ATL of FBR. (SBP BSC will also verify that the bidder name is appearing in online active taxpayer list)	Copies of relevant Tax Registration Certificate & proof of being on ATL of FBR
5.	The Bidder should also be registered with relevant / concerned Revenue Authority. If not registered, the 100% tax shall be deducted at source as per applicable law and credited to relevant account.		Copies of relevant Tax Registration Certificate
6.	The bidder should submit an undertaking that the bidder has never been blacklisted or debarred by any organization, is not in the sanctioned list of NACTA (National Counter Terrorism Authority and will comply all applicable laws	Undertaking required on stamp paper of Rs.100/- as per format provided in <b>Form - V</b>	Undertaking required on stamp paper of Rs.100/- as per format provided in <b>Form - V</b>
7.	Proposed Services Execution Plan of the Bidder	Duly filled Methodology/ Program of Performing the Services provided in Schedule E to bid	Duly filled Methodology / Program of Performing the Services in schedule E to bid
8.	Available Financial Capability/ Liquid Assets of the firm	Provide Bank statement showing required balance of Minimum Liquid assets of Rs. 1 Million at any one instance in three months period prior to publication of ITB	Required Bank Statement fulfilling criteria
9.	General Experience of providing Services	Minimum of 05 Years of Services experience. The bidder must provide "Letter of Award/ Contract agreement/Taking Over/ Completion Certificate" of the projects of which the experience is being claimed.	Required Documents fulfilling criteria



For Bidder (Sign and Stamp)



For Bank (Sign and Stamp)



10.	Particular Experience of the Firm	<p>Services provided amounting to minimum of Rs. 4 Million/year/contract (at least 02 contracts during last 05 years)</p> <p>The bidder must provide Work orders/ Completion certificates/ contract agreements etc. of the projects of which experience is being claimed.</p>	<p>Required Documents fulfilling criteria</p>
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For Bidder (Sign and Stamp)



For Bank (Sign and Stamp)



STATE BANK OF PAKISTAN BANKING SERVICES CORPORATION (Quetta)	
TECHNICAL BID EVALUATION REPORT	
Name of Procuring Agency	State Bank of Pakistan Banking Services Corporation
Method of Procurement	PPRA Rule 36-b
Title of Procurement	Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Quetta
Tender Inquiry No.	ED/ 003032/23/OS-2022
PPRA Ref. No. (TSE)	TS501010E
Newspaper Reference	The News- 22-01-2023
Date & Time of Technical Bid Closing	14-02-2023 3:00PM
Date & Time of Technical Bid Opening	14-02-2023 3:30PM
Criteria for Bid Evaluation	Compliance Based
No. of bids Received	06
Details of Bid(s) Evaluation	As per Standard Bidding Documents


#	Minimum Eligibility/ Qualification Criteria	Means of verification	M/s Outriders PVT LTD		M/s Khan & Sons		M/s Clean & Green		M/s Pak Multi Services PVT LTD		M/s Decent Company		M/s A.A.S Engineer's & Contractors	
			Submittal	Remarks	Submittal	Remarks	Submittal	Remarks	Submittal	Remarks	Submittal	Remarks	Submittal	Remarks
1	Bid Security is required as per clause ITB-14.	Bid Security in Original amounting to Rs.230,000/- valid for 208 days is attached with Technical Proposal	Provided	✓ OK	Provided	✓ OK	Provided	OK	Provided	OK	Provided	OK	Provided	✓ OK
2	Bid is unconditional	-	OK	✓ OK	OK	✓ OK	OK	OK	OK	OK	OK	✓ OK	OK	✓ OK
3	Duly filled signed Form of	-	Provided	✓ OK	Provided	✓ OK	Provided	OK	Provided	OK	Provided	✓ OK	Provided	✓ OK
4	The bidder should be registered with relevant	Attach copies of relevant Tax Registration	Provided	✓ OK	Provided	✓ OK	Provided	OK	Provided	OK	Provided	✓ OK	Provided	✓ OK


	Tax authorities and appear on Active Tax payer list of FBR.	Certificate and proof of being on ATL of FBR.													✓
5	The Bidder shall also be registered with relevant concerned Revenue Authority. If registered, 100% tax shall be deducted at source as per applicable law and credited to relevant account.	Copies of relevant Tax Registration Certificate are attached	Provided	OK ✓	Provided	OK ✓	Provided	OK	Provided	OK ✓	Provided	OK ✓	Provided	OK ✓	✓
6	The bidder shall submit undertaking the bidder never blacklisted or debarred by any organization, is not in the sanction list of NATC (National Counter Terrorism Authority) and comply with applicable laws.	Undertaking required on stamp paper of Rs.1000 as per format provided in Form V	Provided	OK ✓	Provided	OK ✓	Provided	OK	Provided	OK ✓	Provided	OK ✓	Provided	OK ✓	✓
7	Proposed Services Execution Plan of the Bidder	Duly filled Methodology / Program of Performing the Services provided in Schedule E to bid is attached	Provided	OK ✓	Provided	OK	Not Provided	Not OK ✓	Provided	OK ✓	Provided	OK ✓	Provided	OK ✓	✓
8	Available Financial	Provide Bank statement	Provided	OK	Provided	OK ✓	Provided	OK	Provided	OK ✓	Provided	OK ✓	Provided	OK	✓

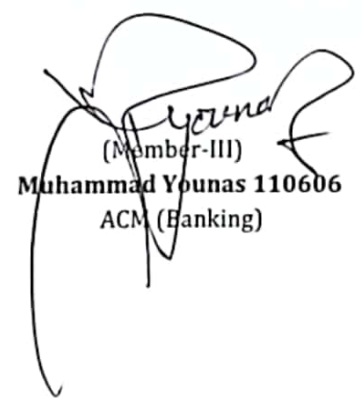
	Capability/ Liquid Assets of the firm	showing required balance of Minimum Liquid assets of Rs. 1.00 Million at any one instance in three months period prior to publication of ITB i.e. 22- 01-2023	✓						✓	✓		✓	✓	
9	General Experience of providing Services	Minimum of 05 Years of Services experience. The bidder must provide "Letter of Award/ Contract agreement/T aking Over/ Completion Certificate" of the projects of which the experience is being claimed.	Provided ✓	OK	Provided	OK ✓	<b>Not Provided</b>	<b>Not OK</b>	Provided ✓	OK ✓	Provided	OK ✓	Provided ✓	OK ✓
10	Particular Experience of the Firm	Services provided amounting to minimum of Rs.4.00 Million/year/ contract (at least 02 contracts during last 05 years) The bidder must	Provided ✓	OK	Provided	OK ✓	<b>Not Provided</b>	<b>Not OK</b>	Provided ✓	OK ✓	Provided	OK ✓	Provided ✓	OK ✓

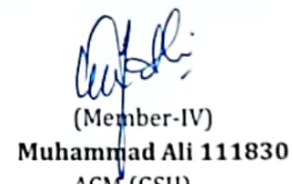


	provide Work orders/ Completion certificates/ contract agreements etc. of the projects of which experience is being claimed												
<b>Evaluation Result</b>		<b>Responsive</b>	<b>Responsive</b>	<b>Non-Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>

W  
  
 (Member-I)  
**Asrar Younas Khan 110708**  
 Executive Engineer

  
 (Member-II)  
**Barkat Ali 107967**  
 ACM (CM&A)

  
 (Member-III)  
**Muhammad Younas 110606**  
 ACM (Banking)

  
 (Member-IV)  
**Muhammad Ali 111830**  
 ACM (GSU)

  
 (Chairman)  
**Junaid Hameed 110407**  
 DCM