



**GOVERNMENT OF PAKISTAN
CONTROLLER GENERAL OF ACCOUNTS
ISLAMABAD**

**INVITATION TO E-BID
(Single Stage-One Envelop)**

Request for Bids (RFB # 7-8)

Hiring of Firms for:

- 1. Operation and Maintenance Services for Two (02) Lifts Of LG Brand Capacity 11x750 Kg**
- 2. Hiring of Janitorial Services**

The **Office of the Controller General of Accounts** invites sealed bids for the hiring of (1) Janitorial and (2) Lift Operations/Maintenance Services from reputable firms / vendors for aforesaid works with an active status on FBR Active Taxpayer List.

2. The eligible firms shall submit separate Technical and Financial bids strictly through Electronic-Pak Acquisition & Disposal Systems (E-PADS).

3. The bidding shall be conducted in line with the **Single Stage One Envelope** procedure of the Public Procurement Rules 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority (from time to time), and is open to all potential bidders who may submit separate Technical and financial bids for above items on their choice. The procuring Agency shall award or cancel Bid in accordance with the Public Procurement Rules 2004 and E-Pak Procurement Regulations, 2023.

4. All bids must be accompanied by a **Bid Security (as mentioned in relevant tender documents available on EPADS)** in favor of "**Accounts Officer (General)**" as per PPRA Rules, 2004 on prescribed format given under the bidding document with **bid validity period of 60 days.** The Procuring agency shall separately award or cancel contract in accordance with the Public Procurement Rules, 2004. **Original bid security in the form of pay order/demand draft/CDR/BG must be submitted to the undersigned before closing date, time of bid submission i.e. 29.05.2025 (Thursday at 11:00 a.m). No undertaking in replacement of Bid Security will be accepted.**

5. The original bids (Technical and Financial bid) must be submitted separately in two pdf format files through EPADS may be addressed to '**Accounts Officer (General), Office of the Controller General of Accounts, CGA Complex, Federal Bank for Cooperatives Building, 5th Floor, Sector G-5/2, Islamabad**' on or before **29.05.2025 (Tuesday) by 11:00 A.M.** *If office remains closed on bidding date for some reasons, this work will be carried out on the next working day.*

6. The **bids will be opened** through EPADS promptly on the same day **29.05.2025 (Thursday) at 11:30 a.m** at CGA Office Committee Room (6th Floor), Office of the Controller General of Accounts, CGA Complex, Federal Bank for Cooperatives Building Islamabad.

**Accounts Officer (General), Office of the Controller General of Accounts, CGA Complex,
Federal Bank for Cooperatives Building, 5th Floor, Sector G-5/2, Islamabad. Ph: 051-9207213,
Fax: 051-9208932**

Handwritten signature and date: 29/05/2025