



EMPLOYEES' OLD-AGE BENEFITS INSTITUTION

INVITATION LETTER

Procurement of Janitorial Services at EOBI, Head Office, Karachi.

1. The Employees' Old-Age Benefits Institution (EOBI) intends to hire the services of a reputed contractor for Provision of Cleaning / Janitorial Services & Plantation Works at EOBI Head Office Building in Karachi from the eligible bidders who are registered with PPRA for E-Procurement on "e-Pak Acquisition and Disposal system (e-PADS)", having Income & Sales Tax registration and are on Active Taxpayers List (ATL) of FBR & SRB.
2. For using the e-PADS, unregistered bidders may first register on website <https://eprocure.gov.pk/#/supplier/registration>; in case of any technical difficulty in registration or using e-PADS, the prospective bidders may contract PPRA's technical team.
3. Single Stage One Envelop Bidding Procedure Method of Procurement will be used by adopting Least Cost Based Selection (LCBS) procedure, in line with the Public Procurement Rules, 2004.
4. The complete set of bidding documents containing complete information and detailed terms & conditions are available on the websites of EOBI (www.eobi.gov.pk) and e-PADS (www.eprocure.gov.pk) and can be downloaded free of cost. Interested eligible bidders may obtain further information from, EMPLOYEES' OLD AGE BENEFITS INSTITUTION, EOBI House 190/I/B, BLOCK II, PECHS, NURSERY, KARCHI, Tel 021- 99225397, during office hours.
5. All e-bids must be submitted through e-PADS. Manual submission of bid will **NOT** be accepted/entertained. The bids must be supported by Bid security of **Rs. 400,000/-** in the shape of pay order/demand draft/call deposit/banker's cheque, which must reach to the Director (GAD), EOBI, EOBI House 190/I/B, BLOCK II, PECHS, NURSERY, KARCHI on/or before **1100 hours** by **28th January , 2025**. E-bids will be opened on the same date at **1130 hours** on www.eprocure.gov.pk.
6. In case opening date(s) is declared as a Public Holiday by the Government, the next working date shall be deemed to be the date for submission and opening of tender(s) at the same time and place. EOBI may reject all bids at any time prior to the acceptance of a bid by invoking rule 33 of Public Procurement Rule (PPR), 2004.

Director (General Administration Department)

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