

TENDER NOTICE

Sr.	Description	Last date & time for submission of Applications / Documents
1	Outsourcing of Janitorial Services	Financial Year 2024-25, 2025-26
2	Procedure	Single Stage-Two Envelope
3	Date & Time sealed bids Submission	10:30 AM on December 10 th , 2024, Tuesday. Late bids will not be accepted
4	Opening Date & Time	11:00 AM on December 10 th , 2024 Tuesday
5	Tender Document Fee	Rs. 2,000/- Non-Refundable
6	Number of Janitorial Staff Required	76*
7	Adress for Submission of Bids	District Health Office, Qaddafi Chowk, G-9 Markaz, Islamabad

* The number of **Janitors / Sanitary Workers**, can be increased or decreased by the DHO-ICT as per requirement.

NOTE:

1. The District Health Office, Islamabad invites sealed bids for the Hiring of Supplier for Provision of Janitorial and Cleaning Services.
2. Bidding shall be conducted under National Competitive Bidding through **Single Stage-Two Envelope Procedure**. Bidding Procedure is detailed in the Public Procurement Rules (PPRA Rules) 2004. The participant firms are directed to submit **their bids on-line through EPADS of PPRA which is mandatory, failing which the bids will not be entertained**. The hard copies shall be submitted to District Health Office, Health Department, Islamabad, Qazafi Chowk, Behind Niazi Adda, G-9 Markaz, Islamabad with proper page marking.
3. Eligible contractor/Firms/service providers/solution provider registered with Income Tax and Sales Tax Departments & are on Active Taxpayers List of the Federal Board of Revenue (FBR) and registered on EPADS of PPRA may download bidding documents in English from EPADS after payment of **Rs 2,000/-** to the Cashier, Accounts Section, District Health Office, Islamabad G-9 Markaz during office working hours. Original receipt must be attached with the Technical Proposal failing which the bid shall be rejected at initial stage.
4. The bid must be accompanied with a refundable Bid Security or Earnest money of **at least two percent (02%)** of the total bid value in Pakistan Rupees in the shape of Bank Demand Draft, Call Deposit Receipt in the name of District Health Officer, Islamabad. Original Bid Security or Earnest money shall be attached with the original financial bid.
5. The sealed bids shall reach the District Health Office, Islamabad before **10:30 AM on December 10th, 2024**. Late bids will not be accepted. The bids shall be opened publicly on the same day by the Technical Evaluation Committee in the presence of representatives of the bidders who choose to attend, **at 11:00 AM**, in the Committee Room of the District Health Office.

(DR. MUHAMMAD ZAEEM ZIA)
DISTRICT HEALTH OFFICER
ICT, ISLAMABAD

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