



Government of Pakistan
Ministry of Interior
NADRA Regional Head Office Peshawar



Tender Notice

File# Janitorial-Services/2023-24/33

**Requirements of Janitorial Services for RHO & Field Offices of NADRA RHO
Peshawar for FY 2023-24**

1. Sealed bids are invited from firms/ contractors/ dealers registered with Sales Tax / Income Tax / Professional Tax Departments who are on Active Tax Payers List of Federal Board of Revenue for provision of Sanitary Workers/ Janitorial. The details are as under:-

Detail of Work	Provision of Sanitary Workers/ Janitorial Services
Contact Officer	Assistant Director (Procurement) Ph: 091-9217840
Closing Time, Date & Place of receiving of qualification documents	Up to 11:00 AM, 28 th May, 2024, NADRA RHO Peshawar.
Time & Place of opening of qualification documents	11:30 AM, 28 th May, 2024, NADRA RHO Peshawar.

2. Bidding Documents, containing application and detailed terms & conditions can be purchased by the interested parties from 11th May, 2024 to 28th May, 2024 upon a written request on official letter head addressed to the Procurement Section, NADRA Regional Head Office, Peshawar at given address from 09:00 AM to 15:00 PM (Monday to Friday) & upon payment of a non-refundable fee of Rs.2000/-. Request for the same must reach at least 07 working days before closing date; else any delay liability cannot be claimed. Additionally, Documents can be emailed upon written request, free of cost.
3. The proposals, prepared in accordance with the instructions in the Bidding documents must reach at below mentioned address on or before 11:00 hours on 28th May, 2024. Proposals will be opened on the same day at 11:30 hours.
4. The Successful bidder will be awarded contract initially for a period of One (1) Year which can be extended further by up to two years upon satisfactory performance and mutually decided terms and conditions
5. Bid Security for the tender is Rs. 300,000/- which must be attached with the bidding documents.
6. This advertisement is also available on PPRA website at www.ppra.gov.pk.
7. NADRA reserves the right to reject all the bids as per Rule 33 of PPRA 2004.

(Khalid Jan)
Deputy Director (Admin)
Regional Head Office, NADRA
Plot # 31-B, EOBI Building Phase V,
Hayatabad, Peshawar.
Phone: 091-9217840