



Employees' Old-Age Benefits Institution
190/1/B, Block-2, PECHS, Karachi.
Tel: +92 21 99225397
Website: www.eobi.gov.pk

Tender Notice
Procurement of Janitorial Services at EOBI Head Office
Karachi for 02 years.

The Employees' Old-Age Benefits Institution, invites sealed bids from well reputed, experienced and financially sound Firms/Contractor, registered with FBR, Provincial Tax/ SRB etc. (the bidder must attach copy of their registration certificate along with request of the tender) for the work of Janitorial Services at EOBI Head Office Karachi.

2. The Bids are submitted as per procedure of single stage one envelope in light of Rule 36 (a) of PPRA Rule 2004.
3. A complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application from the Director (GAD) office upon payment of a non-refundable fee of Rs. 2,000/- (Rupees Two thousand only) in shape of Pay Order from the schedule Bank of Pakistan in favor of Employee's Old-age Benefit Institution along with following documents.
 - i The bidders must be registered with Tax Authorities (Income Tax/SRB etc.)
 - ii The bidders should provide documentary evidence of completing 03 similar assignment along with completing certificate from clients.
 - iii The bidders should have minimum 5 (five) years' experience of providing janitorial related services.
 - iv Last 5 year's bank statements of the company also to present 5 year's record of the client including the present position of the company.
 - v The company/firm should be registered with EOBI /SESSI (Registration Certificate may be enclosed), and may also enclosed list of equipment and technical staff.
 - vi Affidavit that company has never been involved in any arbitration/litigation etc.
 - vii Detail of similar work in hands (Copy of Work Order may enclosed).
4. The financial bids of those bidders will be opened who will meet the above minimum eligibility criteria. (Documentary evidence of minimum eligibility criteria may be enclosed in separate envelope)
5. All bids must be accompanied by a Bid Security equal to 5% of bid amount in shape of pay order/Demand draft from the schedule Bank of Pakistan in favor of Employees' Old Age Benefits Institution and must be delivered to office of Director (General Administration Department) EOBI Head Office, lower Ground Floor, Plot No 190/ 1/B, Block- 2, PECHS, Karachi at or before 1130 hours, on 23-01-2023. Bids will be opened in the Board Room of EOBI head office at 8th Floor at 1200 hours on the same day in the presence of tender opening committee and bidders' representatives who choose to attend.
6. EOBI reserves the right to accept or reject any or all tender or tenders as per rule 33(1) of PPRA Rules 2004.


Director
General Administration Department
Phone: 021-99225397