

**REQUEST FOR QUOTATION: FOR PROVIDING SECURITY GUARDS AT MULTAN INDUSTRIAL ESTATE, MULTAN AND BHALWAL INDUSTRIAL ESTATE, DISTRICT SARGODHA, RAHIM YAR KHAN INDUSTRIAL ESTATE, RAHIM YAR KHAN, CHUNIAN INDUSTRIAL ESTATE, CHUNIAN, VEHARI INDUSTRIAL ESTATE, VEHARI, BAHAWALPUR INDUSTRIAL ESTATE, QUAID-E-AZAM SOLAR PARK BAHAWALPUR, BAHAWALPUR, & QUAID-E-AZAM BUSINESS PARK (QABP), DISTRICT SHAIKHUPURA**

**Scope of Work Services**

1. To provide fool proof total security arrangements.
2. Control entry / exit as per regulations / local orders including vehicles.
3. Protect of all company assets by deploying guards' static posts as well as by patrolling within and alongside boundary walls of respective Industrial Estates.
4. Security guards would preferably be retired personnel from Armed Forces including Mujahid force. The security supervisor will be retired JCO/Hevaldar or equivalent from armed forces.
5. The selected security company will furnish the particulars i.e. Name, Fathers Name, Age, Permanent Address etc., of all the security guards to respective Project Director of PIEDMC's Industrial Estate. Any change of guard will instantly be intimated along with his full particulars. Also the selected security company shall maintain a proper record of their employees posted at the premises and shall maintain their attendance on daily basis.
6. All guards must carry rifle / gun along with 20 live rounds while on duty. No local guard (within the radius of 40 KMs) will be accepted.
7. Provision of arms and ammunition will be the responsibility of selected Security Company.
8. While quoting the rates, the minimum wage policy of Govt. of the Punjab must be kept in view.
9. The selected security company will be responsible for security clearance of their security supervisor / guards from required agencies, if so required by PIEDMC. Whenever, the PIEDMC shall desire to change any guard, the selected security company shall be bound to change that guard immediately.
10. The selected security company shall comply with all Rules and Regulations regarding Safety and Security of their men and shall have to arrange insurance etc. for their employees at their cost and Security company will responsible to indemnify, in case of any mishap to their employees.
11. In case of any mishap takes place apparently with the negligent of security personnel the security company shall be responsible to make good the loss to PIEDMC. Also Security Company shall be bound to accept finding / recommendations of the inquiry committee.
12. During duty time the security guards shall be in company's presentable uniform. Personnel engaged by Security Company will be under direct supervision and control of management of Security Company.
13. The selected Security Company shall not sub-contract the job assigned to any other company further.
14. The selected Security Company shall be responsible for the discipline and conduct as well as for quality / standard of duty for fulfillment of our agreement.

15. In case any of the security guard do not appear for duty at any time the selected security company shall be responsible to provide his replacement on immediate basis and to enable the work to be done satisfactorily at no extra cost.
16. The selected Security company shall be liable to provide / deploy security guards outside the premises of the project / estate if so requested by the PIEDMC.
17. Each guard deployed shall have following articles in his possession while on duty:
  - a. Security Company's Uniform
  - b. Security Company's Identity card
  - c. Whistle & torch
  - d. Weapon + 20 rounds

### **Terms and Conditions**

18. Initial security services contract will be one year renewable with mutual consent. In case of earlier termination for any reason one month prior notice will be served by either party.
19. The services of selected security company shall be terminable on immediate basis in case any or group of employee (s) of Security Company found involved in felony / misconduct etc.
20. Supervisor (s) of the security company will inspect his security guards' alertness during day and night. Any abnormality or unusual activity noted during security round / patrolling will immediately be communicated to PIEDMC relevant authority. During the inspection / visit / patrolling the supervisor (s) / staff will be in Security Company's uniform.
21. A manager level officer will visit the project / estate of deployment on weekly basis.
22. Monthly meeting will be held between, Project Directors and area Manager of selected security company.
23. Services will be hired according to PPRA Rules, 2014.
24. Bids amounts must be included all applicable government taxes, failing which the respective bid shall automatically be considered as non- responsive.
25. No over writing/amendments in submitted bids will be allowed before and after opening of the bids.
26. All columns of bids as per given requirements must be filled completely before submitting the bids and no column should be left blank.
27. All bids must be accompanied by Bid security in the form of CDR/Pay Order/DD from scheduled bank in Pakistan as per below given details, failing which the respective bid will stand non-responsive.

<b>Name of Industrial Estates</b>	<b>Bid Security Amount</b>	
a. RahimYar Khan Industrial Estate (RIE)	65,000/-	(Which is 2% of the estimated cost)
b. Bhalwal Industrial Estate (BIE)	45,000/-	(Which is 2% of the estimated cost)
c. Vehari Industrial Estate (VIE)	50,000/-	(Which is 2% of the estimated cost)
d. Multan Industrial Estate (MIE)	80,000/-	(Which is 2% of the estimated cost)
e. Chunian Industrial Estate (CIE)	20,000/-	(Which is 2% of the estimated cost)
f. Bahawalpur Industrial Estate (BWPIE)	10,000/-	(Which is 2% of the estimated cost)
g. Quaid-e-Azam Solar Park (QASP)	21,000/-	(Which is 2% of the estimated cost)
h. Quaid-E-Azam Business Park (QABP)	100,000/-	(Which is 1% of the estimated cost)

28. **Successful bidder will have to submit performance guarantee in the shape of Bank guarantee @ 10% of the contract amount within 15 days of the award of contract.**

29. **Successful bidder is required to follow and implement Section 2 (bb) of EOBI Act 1976.**

30. **Eligibility Criteria**

- a. Organizational structure with registered office address with list of key persons of the company together with brief bio data.
- b. Copy of Memorandum & Articles of Association along with copy of Incorporation Certificate.
- c. Details of vehicles in possession of the company and detail of arms etc.
- d. Copy of NOC / License granted by the Ministry of interior (Federal / Provincial) along with copy of NTN.
- e. Details of any litigation with any government or private organization (if any) - Affidavit required.
- f. Registration certificate of EOBI & Social Security Departments.
- g. Details of similar projects undertaken in last 5 years.
- h. Training System of security guards.
- j. Quotations deficient of any of the above said documents / information will be rejected.
- k. Contract shall be awarded to lowest bidder fulfilling the above criterion.
- l. Authorization letter from company CEO on stamp paper for signing and submission of Bid.

31. **Evaluation Criteria**

- |     |   |                   |
|-----|---|-------------------|
| (a) | Experience of the security company                        | -25 Marks         |
|     | i. 5 Years Experience = 7 Marks                           |                   |
|     | ii. 3. 0 Marks for each subsequent year of Experience     | -Maximum 18 Marks |
| (b) | Type and number of licensed weapons held on the inventory | -25 Marks         |
|     | i. 30 Bore/12 Bore - 0.1 Mark for each weapon             | -Maximum 6 Marks  |
|     | ii. 8MM/9MM - 0.5 Mark for each weapon                    | -Maximum 9 Marks  |
|     | iii. SMG -1.0 Mark for each weapon                        | -Maximum 10 Marks |

- (c) Details of security services provided by the company with letters of satisfaction in last 5 years -20 Marks
- i. Two (02) Mark for each letter -Maximum 20 Marks
- (d) Type of vehicles and numbers of Motor cycles held on the inventory of company -Max 30 Marks
- i. 1.0 Marks for each Motor Cycle -Maximum -10 Marks
- i. 2.0 Marks for each Car -Maximum -10 Marks
- ii. 5.0 Marks for each Toyota Vigo -Maximum -10 Marks

**NOTE:-**

- Documentary evidence to support the above criteria is mandatory. Failure in provision will result in zero marks.
- Prequalification status will be decided on pass / fail basis. The applicant must secure at least 50 % marks in each category and 60 % marks on aggregate to qualify.

32.

**BOQ**

Security companies are required to submit their bids (per month charges) for provision of security services / Armed guards for Multan Industrial Estate, Bhalwal Industrial Estate, RahimYar khan Industrial Estate, Chunian Industrial Estate, Vehari Industrial Estate, Bahawalpur Industrial Estate, Quaid-E-Azam Solar Park, Quaid –E-Azam Business Park (QABP) District Shaikhupura for the period of one year, as per following detail:-

**Multan Industrial Estate**

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor	1			• Will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)
02	Armed Security Guards	13			• Preferably the retired personnel from armed forces including Mujahid force. • Each guard is to must carry at least 20 bullets at a time while on duty.
03	125 CC Motor bike	1			• For patrolling, covering 100 Kms in 24 hrs. Including fuel & Maintenance charges
04	Internal Communication System	05 sets			• Internal Communication System at site office.
Sub Total per Month					
Amount per Year X 12					

## **Bhalwal Industrial Estate**

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor	1			<ul style="list-style-type: none"><li>• Will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)</li></ul>
02	Armed Security Guards	06			<ul style="list-style-type: none"><li>• Preferably the retired personnel from armed forces including Mujahid force</li><li>• Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
03	125 CC Motor bike	1			<ul style="list-style-type: none"><li>• For patrolling, covering 100 Kms in 24 hrs. Including fuel &amp; Maintenance charges</li></ul>
04	Internal Communication System	04 sets			<ul style="list-style-type: none"><li>• Internal Communication System at site office.</li></ul>
Sub Total per Month					
Amount per Year X 12					

## **RahimYar Khan Industrial Estate**

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor	1			<ul style="list-style-type: none"><li>• Will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)</li></ul>
02	Armed Security Guards	10			<ul style="list-style-type: none"><li>• Preferably the retired personnel from armed forces including Mujahid force</li><li>• Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
03	125 CC Motor bike	1			<ul style="list-style-type: none"><li>• For patrolling, covering 100 Kms in 24 hrs. Including fuel &amp; Maintenance charges</li></ul>
04	Internal Communication System	05 sets			<ul style="list-style-type: none"><li>• Internal Communication System at site office.</li></ul>
Sub Total per Month					
Amount per Year X 12					

### Vehari Industrial Estate

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor	1			<ul style="list-style-type: none"><li>Will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)</li></ul>
02	Armed Security Guards	07			<ul style="list-style-type: none"><li>Preferably the retired personnel from armed forces including Mujahid force</li><li>Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
03	125 CC Motor bike	2			<ul style="list-style-type: none"><li>For patrolling, covering 100 Kms in 24 hrs. Including fuel &amp; Maintenance charges</li></ul>
04	Internal Communication System	05 sets			<ul style="list-style-type: none"><li>Internal Communication System at site office.</li></ul>
Sub Total per Month					
Amount per Year X 12					

### Chunian Industrial Estate

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Armed Security Guards	04			<ul style="list-style-type: none"><li>Preferably the retired personnel from armed forces including Mujahid force</li><li>Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
Sub Total per Month					
Amount per Year X 12					

### Bahawalpur Industrial Estate

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Armed Security Guards	02			<ul style="list-style-type: none"><li>Preferably the retired personnel from armed forces including Mujahid force.</li><li>Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
Sub Total per Month					
Amount per Year X 12					

### Quaid -E-Azam Solar Park BahawalPur

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Armed Security Guards	04			<ul style="list-style-type: none"><li>• Preferably the retired personnel from armed forces including Mujahid force.</li><li>• Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
Sub Total per Month					
Amount per Year X 12					

### Quaid-E-Azam Business Park (QABP)

Sr. No	Services	Requirement	Rate including all taxes Per month	Amount	Remarks
01	Security Supervisor	2			<ul style="list-style-type: none"><li>• Will reside at the project site (Retired Armed forces JCO/Hevaldar or equivalent from armed forces)</li></ul>
02	Armed Security Guards	25			<ul style="list-style-type: none"><li>• Preferably the retired personnel from armed forces including Mujahid force.</li><li>• Each guard is to must carry at least 20 bullets at a time while on duty.</li></ul>
03	125 CC Motor bike	2			<ul style="list-style-type: none"><li>• For patrolling, covering 100 Kms in 24 hrs.</li></ul>
04	Hilux Single Cabin	1			<ul style="list-style-type: none"><li>• For patrolling, covering 130 Kms in 24 hrs.</li></ul>
05	Internal Communication System	12 sets			<ul style="list-style-type: none"><li>• Internal Communication System at site office.</li></ul>
Sub Total per Month					
Amount per Year X 12					

#### **NOTE:-**

- Company may Bid for any or all Industrial Estates
- Work shall be awarded to the lowest Bidder for each Industrial Estate separately.