



STATE LIFE

Insurance Corporation of Pakistan
Vehari Zone.

Dated. 10.07.2023

Tender Notice NO. P&GS/004/2023/VZ for Security services contract State Life Vehari Zone.

The State Life Insurance Corporation Of Pakistan Vehari Zone is required Guards for the security of its various offices, from Government Authorized License holder firms having their own setup, phone and Cell number , registered with tax authorities.

S.#	Description of Job	Closing date & time for submission of tender	Date & Time for opening of tender
01	Provision of Security Services	27-07-2023, 02:30 PM	27-07-2023, 03:00 PM

Details of required Guards.

S.#	Place Office	Guards Required
01	Zonal Office Vehari	04
02	Cash Collection Centre Mian Channu	02
03	Cash Collection Centre Burewala	02
	Total Number of Guards Required	08

The Tender Ddocument can be obtained on cash Rs. 5000/-from the office of the undersigned on production of written request during 10:00 am to 04:00 pm except Saturday & Sunday.

Tender Documents with Terms and Conditions for provision of Security Services

1. Tender will be opened in the Office of Incharge (P&GS) Department / Secretary ZPC Vehari Zone in the presence of the Bidders or their representatives.
2. The Tenders received after the due date & time will not be entertained. The in-time collection/submission of tender will be exclusive responsibility of the bidder.
3. The Validity of tender will be from the date of opening/acceptance of tender.
4. The submission of Professional Tax Certificate shall be mandatory for bidder.
5. All rates should be mentioned inclusive of all taxes.
6. Security amount must be deposited equal to 2 % of the approximate value (noted above) of the tender in form of "Cash Payment" or "Call Deposit receipts" in favour of "State Life Insurance Corporation of Pakistan Vehari Zone" as earnest money which will be refunded to the un-successful parties on the spot and the refundable cash payment or CDR will be detained of the successful parties till the completion of Tender.
7. The number of Security Guards can be increased/decreased as per requirement.
8. The work order will be given after signing of contract mutually.
9. Contract can be cancelled by giving one month notice period
10. The contract will be given for **one year** and it would be effective from the date of approval of Zonal Procurement Committee. In future the said contract can be renewed and would be extendable with same terms & conditions if mutually agreed by the both parties.

11. Zonal Procurement Committee reserves the right to accept or reject all bids or proposal at any time prior to acceptance of a bid or proposal. However, State Life on request shall communicate any contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals. The tenders shall be required to quote the rates inclusive of all taxes.
12. Sealed Tenders duly completed in all respect must reach to the undersigned by Courier Service/by post during office hours i.e. 9:00 am to 5: 00 pm (sharp) except Saturday and Sunday.
13. The Security Company will provide Trained (Preferably Ex-army/Services), Efficient, Active Security Guards for the security and safety of the Cash Counter. The Security Company will provide copy of Police Verification, Finger Print Report, Character certificate, etc. before deployment of Security guards.
14. The Security Company will provide Shot Guns/Rifle (semi-automatic) and Pistols /Revolvers in good and working condition, duly licensed by the Government.
15. The Security Company will provide complete uniform with badges, shoes, etc. Extra Uniform as and when needed.
16. Security Equipments:
 - a) Hand Held Metal Detector at main entrance of Cash Counter.
 - b) Any other security and safety related equipment as required for proper checking of visitors.
 - c) Powerful Torch/Search Lights for use during power failure/night.
 - d) Inspection Mirror to scan Motor Vehicles.
17. State Life will not provide any space for stay within the building's premises beyond duty hours. However, our Cash Counters will not be used for the purpose of sleeping/night stay.
18. All taxes, Government Levies and Charges shall be borne by the Security Company.
19. The Security Company will be responsible for any damage/stealing of the office equipments. In case of any incident of theft, Security Company will pay damage/compensation.
20. Time of Work.

The security will be provided by around the clock. The duty of each guard will be 12 hours.

 - a) Security Guard (day) :08:00 am to 08:00 pm
 - b) Security Guard (night) : 08:00 pm to 08:00 am
21. If any guard of the security company is not found suitable for the job by concerned State Life officer, the same is replaced by the Security Company within one day.
22. The company will be bound to arrange/replace the Security Guard immediately, in case of absence or any emergency of an on-duty Security Guard.

Abdul Rauf Ahmad

(SECRETARY) Zonal Procurement Committee,
State Life Insurance Corporation,
of Pakistan, Vehari Zone.(067-9201135)