**Pakistan Broadcasting Corporation**

**Headquarters**

 **Constitution Avenue**

 Broadcasting House

 Islamabad

**TENDER NOTICE**

**HIRING OF SERVICES OF PRIVATE SECURITY AGENCY**

Pakistan Broadcasting Corporation (Radio Pakistan) needs services of 277 Security Guards at its 51 installations/units scattered all over the country and AJK. The interested, professionally & financially sound, well reputed Security Agencies authorized by the Ministry of Interior, Government of Pakistan/ Home Departments of the respective provincial governments, registered with relevant Income and Sales Tax Departments and having atleast 05 Years’ experience may submit their sealed Bids alongwith required details/documents as per Tender Documents and earnest money in the shape of Pay Order/Bank Draft of Rs.100,000/- on or before 23.10.2018 11:00 A.M. at the address given below which will be opened on the same day at 11:30 A.M. The tender documents can be obtained, free of cost, from office of the undersigned or downloaded from the website of Radio Pakistan.

**Pirzada Asghar Mehmood, Controller (Admin & Legal Affairs)/**

**Chief Security Officer,Sector G-5, Islamabad**

**Web-address-** [**https://www.radio.gov.pk**](https://www.radio.gov.pk)

**Email-** **p.a.mehmood@gmail.com****,**

**Tel No.9208425**

Form-A

**PAKISTAN BROADCASTING CORPORATION**

**(HEADQUARTERS ISLAMABAD)**

**PARTICULARS/INFORMATION REQUIRED**

|  |  |  |
| --- | --- | --- |
| **S.No** | **Description** | **Reply** |
| 1. | Name of Company |  |
| 2. | Date of registration of with SECP |  |
| 3. | Work experience (in years) |  |
| 4. | Address of Head Office |  |
| 5. | Valid licence for the Areas/Provinces | a)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_b)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_c)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_d)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_e)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_f)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 6. | National Tax Number (NTN) |  |
| 7. | GST Number |  |
| 8. | Amount of bid per Security Guard per month **(without GST)**a)Federal Capitalb)Punjab Provincec)Sindh Provinced)KP Provincee)Balochistan Provincef)AJK | Rs.\_\_\_\_\_\_\_\_\_­­\_\_\_Per MonthRs.\_\_\_\_\_\_\_\_\_\_\_\_Per MonthRs.\_\_\_\_\_\_\_\_\_ \_\_ Per MonthRs.\_\_\_\_\_\_\_\_\_ \_\_Per MonthRs.\_\_\_\_\_\_\_\_\_\_\_ Per MonthRs.\_\_\_\_\_\_\_\_\_\_\_ Per Month |

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Signature ­­­of the Authorized Person\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official Stamp\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Form-B**

**PAKISTAN BROADCASTING CORPORATION**

**(HEADQUARTERS ISLAMABAD)**

**DOCUMENTS REQUIRED**

|  |  |
| --- | --- |
| **S.No** | **Description** |
| 1. | Copy of Registration Certificate. |
| 2. | Copies of the valid NOC/Licenses from Federal,Provincial and AJK Governments. |
| 3. | List showing type and number of licensed weapons like Rifle,Shot Gun, Pistol etc. |
| 4. | Bank statement for the last 03 years issued by the scheduled banks. |
| 5. | Copies of Registration Certificates from EOBI/Social Security of ICT and all Provinces. |
| 6. | List of Communication and Search equipments. |
| 7. | Affidavit( on the stamp paper) to the effect that the company has not been black-listed by any of the Government department. |
| 8. | List of existing clients. |
| 9. | Arrangements for Quick Response Force(QRF) |

**Form-C**

**PAKISTAN BROADCASTING CORPORATION**

**(HEADQUARTERS ISLAMABAD)**

**Major Terms & Conditions**

1) The company shall provide ex-servicemen (Sepoy to Havaldar) Security Guards under 55 years of age with good health.

2) The number of civilian Security Guards shall not exceed 20% of the total strength if required due to non availability of ex-servicemen.

3) The company shall provide attested copies of Military Discharge Certificates, CNIC and security clearance of the Security Guards.

4) The duty hours for one shift shall be (08) hours and there will be three shifts round the Clock, 07 days a week.

5) Rate should be quoted on 08 hours shift basis inclusive of all applicable taxes except GST.

6) The initial period of contract shall be one year which may be extended with mutual consent. However either party shall have the right to terminate the contract by giving 60 days prior notice in writing.

7) The company shall submit monthly invoices alongwith attendance sheet duly verified by the Station Director/ Head of Unit to the Chief Security Officer.

8) The company shall be responsible to make payment of salaries to its staff in time from its own sources without waiting for the release of Cheque by PBC.

9) The company shall deposit an amount of Rupees one Million with PBC as security deposit refundable on termination of the contract.

10) The company will ensure supply of uniform, proper weapons and Security Gadgets to the Security Guards.

11) The number of Security Guards at any particular Station/Unit may be increased or decreased according to the security situation of the Area.

12) The Tender Documents are to be returned alongwith the bid after affixing signature and seal of the authorized person.

13) The Director General PBC has the powers to reject or accept any bid as per PPRA Rules.

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**Form-D**

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**DETAIL OF PLACEMENT OF SECURITY GUARDS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.NO** | **Name of Unit** | **Number of Security Guards** | **S.NO** | **Name of Unit** | **Number of Security Guards** |
| **ICT** | **Sindh** |
| 1. | PBC, Hqrs. Islamabad | 18 | 27. | HPT Landhi, PBC, Karachi | 16 |
| 2. | HPT (Complex), PBC, Islamabad | 18 | 28. | HPT-II, Super Highway, Karachi | 06 |
| 3. | PBA, PBC, Islamabad | 04 | 29. | Procurement Cell, PBC, Karachi | 03 |
| 4. | Receiving Centre, PBC, Islamabad | 06 | 30. | New BH Karachi | 12 |
| 5. | EPU, PBC, Islamabad | 03 | 31. | HPT, PBC, Hyderabad | 04 |
|  | **TOTAL:-** | **49** | 32. | PBC, Hyderabad | 06 |
| **PUNJAB** | 33. | LPT Hyderabad  | 03 |
| 6. | PBC, Lahore | 12 | 34. | PBC, Mithi | 03 |
| 7. | PBC, Faisalabad | 03 | 35. | PBC, Bhit Shah | 03 |
| 8. | PBC, Rawalpindi-I | 06 | 36. | HPT, PBC, Khairpur | 03 |
| 9. | HPT-I, PBC, Lahore | 06 | 37. | PBC, Larkana | 03 |
| 10. | HPT, PBC, Rawalpindi | 06 |  | **TOTAL:-** | **62** |
| 11. | FM Repeater Station, Murree | 03 | **BLOCHISTAN**  |
| 12. | PBC, Mianwali | 03 | 38. | HPT, PBC, Khuzdar | 06 |
| 13. | PBC, Sargodha | 03 | 39. | PBC, Khuzdar | 06 |
| 14. | HPT-II, PBC, Lahore | 04 | 40. | PBC, Turbat | 02 |
| 15. | PBC, Daska Sialkot | 03 | 41. | HPT, PBC, Turbat | 06 |
| 16. | HPT, PBC, Faqeerabad | 05 | 42. | HPT-II, PBC, Quetta | 06 |
| 17. | PBC, Narowal | 03 | 43. |  PBC, Quetta  | 12 |
| 18. | PBC, Multan | 06 | 44. | HPT-I, PBC, Quetta | 06 |
| 19. | PBC, Bahawalpur | 03 | 45. | HPT, PBC, Zhob | 03 |
| 20. | HPT, PBC, Multan | 06 | 46. | PBC, Gwadar | 04 |
|  | **TOTAL:-** | **72** | 47. | PBC, Loralai | 03 |
| **KPK** |  | **TOTAL:-** | **54** |
| 21. | HPT-II, PBC, Peshawar | 04 | **AZAD JUMMU & KASHMIR** |
| 22. | PBC, D.I.Khan | 06 | 48. | PBC, Muzaffarabad  | 03 |
| 23. | PBC, Peshawar | 06 | 49. | HPT, PBC, Muzaffarabad | 03 |
| 24. | PBC, Kohat | 03 | 50. | PBC, Mirpur | 03 |
| 25. | PBC, Bannu | 03 | 51. | HPT, PBC, Mirpur | 06 |
| 26. | PBC, Abbottabad | 03 |  | **TOTAL:-** | **15** |
|  | **TOTAL:-** | **25** |  |  |  |

**SUMMARY**

|  |  |  |
| --- | --- | --- |
| S.NO | PROVINCE | NUMBER OF SECURITY GUARDS |
| 1. | ICT | 49 |
| 2. | Punjab | 72 |
| 3. | KPK | 25 |
| 4. | Sindh | 62 |
| 5. | Balochistan | 54 |
| 6. | AJ & K | 15 |
|  | **TOTAL:- 277** |