

**Government of Pakistan
Ministry of Foreign Affairs
Islamabad**

The Ministry intends to float a tender for **Janitorial/ Cleaning Services of Sahibzada Yaqoob Khan Block (SYKB) of Ministry of Foreign Affairs, Islamabad.** As per Rule-12 of Public Procurement Regulatory Authority Rules 2004 as notified by the Finance Division vide SRO No. 432(I)/2004 dated June 08, 2008, the tender notice is required to be floated on PPRA's website (www.ppra.org.pk).

2. The PPRA is therefore, requested to make necessary arrangements for publishing the tender notice on the PPRA website on 07.07.2022 positively. The copy of tender notice is enclosed.

3. The Bill pertaining to this publication may be forwarded to the undersigned for its payment.



(Muhammad Rehan)

Assistant Director (GS-SYKB)

Mr. Rizwan Mehmood, Assistant Director, PPRA Islamabad

Ministry of Foreign Affairs U.O. No.GS (I)-1/11/2021-22 dated 06.07.2022

Government of Pakistan
Ministry of Foreign Affairs
Islamabad

Tender Notice

Ministry of Foreign Affairs invites sealed bids from experienced and well reputed firms registered with income Tax and Sales Tax authorities of Government of Pakistan and on Active Tax Payers List of the Federal Board of Revenue for **Hiring of Janitorial/Cleaning Services for Sahibzada Yaqub Khan Block, Ministry of Foreign Affairs, Islamabad.**

2. The tender documents containing scope of work, BoQs and all other relevant details can be obtained from the following offices on working days during office hours by submitting an application with a copy of **Sale Tax Registration Certificate and National Taxation Number Certificate along with a pay order of Rs.5000/- (Non-refundable) in favour of Ministry of Foreign Affairs, Islamabad:**

- i. Director (GS), Room No. 221, Ph # 0300-0126822, Office No. 051-90569681
- ii. A.D (SYKB), Room #. 252, Ph # 0342-5255691, Office # 051-90569076

3. **“SINGLE STAGE TWO ENVELOPE PROCEDURE”** will be followed. Firms should mark both the envelopes separately with the words **TECHNICAL PROPOSAL** and **FINANCIAL PROPOSAL**, and then seal the two envelopes in a single package.

4. Bids must reach the office of the undersigned before **1100 hours on July 26, 2022** and will be opened the same day at **1200 hours**, while financial bids of technically qualified firms only will be opened later on.

5. No tender will be issued through post or telegram.

6. Earnest money in the shape of Demand Draft @3% of the total amount (Calculated on annual basis) of tender in favour of Ministry of Foreign Affairs must accompany the application, without which no tender will be accepted.

7. The Ministry of Foreign Affairs reserves the right to accept or reject all bids in accordance with PPRA Rules.

(Muhammad Rehan)
Assistant Director (GS-SYKB)
Ministry of Foreign Affairs
Islamabad