

# FEDERAL TAX OMBUDSMAN SECRETARIAT

## REGIONAL OFFICE

186-A, Scotch Corner Upper Mall, Lahore.

Ph: 042-99201825 Fax:042-99201893

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No.FTO/ROL/3-62/15 (Pt)

Dated: 21.07.2022

To

✓  
The Deputy Director (Services),  
Public Procurement Regulatory Authority  
Islamabad.

Subject:

**REQUEST FOR UPLOADING OF TENDER FOR HIRING THE  
SERVICES OF A SECURITY AGENCY BY DEPLOYMENT OF  
SECURITY GUARDS AT FTO SECRETARIAT, REGIONAL OFFICE,  
LAHORE DURING THE FINANCIAL YEAR 2022-23.**

I am directed to refer to the above subject and to request that enclosed tender duly approved by the Competent Authority for hiring services of a Security Agency for deployment of security guards at this office during the Financial Year 2022-23, may kindly be uploaded on your website.

Encls: As above

Copy to:

1. The MIS Manager FTO Secretariat H/Q Islamabad with the request to please upload subject tender (copy enclosed) on official website of Federal Tax Ombudsman Secretariat.
2. The Deputy Director (Admn). FTO Secretariat, HQ, Islamabad.

21/07/22  
(NAZIM RAZA)  
Director

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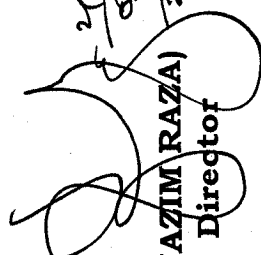
Subject: **TENDER FOR SECURITY GUARD SERVICES FOR FTO SECRETARIAT, REGIONAL OFFICE, LAHORE.**

Federal Tax Ombudsman Secretariat, Regional Office, Lahore requires the services of a licensed Security Agency having good repute, with sufficient/adequate experience of providing Security Services to government/autonomous organizations and having comprehensive network of offices all over the country. The firm must have relevant permission/NOCs from competent authorities of Federal/Provincial/Local Government to provide security services. Sealed Tender mentioning charges/rate per month of per guard for providing 24/7 security services, inclusive of all taxes and other relevant details from interested parties having valid NTN & STN numbers are invited alongwith following documents within a period of 15 days from the date of publication of this issue:-

| S No. | Name of Document                                            | No of Copies Required |
|-------|-------------------------------------------------------------|-----------------------|
| 1     | Introduction letter                                         | 3 copies each         |
| 2     | Company profile                                             | 3 copies each         |
| 3     | Organizational brief History                                | 3 copies each         |
| 4     | Management Information Contact details in case of emergency | 3 copies each         |
| 5     | Recruitment, Verification and Training Information          | 3 copies each         |
| 6     | Track Record and Experience Certificates                    | 3 copies each         |

Closing time for tender/bids submission will be 02:00PM and opening time of sealed bids in presence of Representatives of bidders will be 02:30 PM on 15.08.2022 (Monday).

Encls: As above

  
(NAZIM RAZA) 26/7/22  
Director

**EVALUATION CRITERIA FOR SELECTION OF A LOWEST BIDDER, TOWARDS HIRING OF A SECURITY AGENCY FOR DEPLOYMENT OF SECURITY GUARD AT THIS OFFICE.**

- The firm having sufficient/adequate experience of providing security services to Government Organizations as well as having comprehensive networking of offices all over the country.
- The firm must have relevant permission/NOCs from competent authorities of Federal/Provincial/Local Government to provide security services to General Public and Public Sector Organizations.
- The firm must have valid NTN and STN numbers.
- Quoted Charges/Rates should be per month/pr guard for providing 24/7 security services throughout the year by deploying 02 Ex. Army Security Guards at the same time at each building (Total Two Buildings).
- All quoted rates must be inclusive of all taxes and on per Guard basis.
- The winner firm/company of the bid should be copy with all Rules/Regulations being issued by the Federal / Provincial Governments from time to time.