



Government of Pakistan

**PAKISTAN TELECOMMUNICATION AUTHORITY**

[www.pta.gov.pk](http://www.pta.gov.pk)

Tender No. 9 /II/2021

## INVITATION TO BID

### Hiring of Janitorial Services for PTA HQs, Islamabad

Pakistan Telecommunication Authority, a Government organization invites sealed bids from well reputed Janitorial Companies having minimum 10 years of experience registered with income tax and sales tax departments and who are on Active Taxpayer List of FBR for provision of Janitorial Services at **PTA Headquarters, F-5/1, Islamabad** for three years.

Bidding documents, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, etc. are available at the office of undersigned. Price of the bidding documents is Rs. 500/- (non-refundable in from of pay order in favour of PTA). Bidding documents can also be downloaded from [www.pta.gov.pk](http://www.pta.gov.pk) free of cost.

The bids, prepared in accordance with the instructions in the bidding documents, must reach to office of undersigned by **1st September, 2021** at **11:00 AM**. Technical bids shall be opened on the same day at **11:30 AM**. This advertisement is also available on PPRA website at [www.ppra.org.pk](http://www.ppra.org.pk).

**Engr. Asif Saeed, Director (Civil Works)**

**PTA HQs, F-5/1, Islamabad**

**Phone: 051-2878114 Fax: 051-2878149**

**Email Address: [asifsaeed@pta.gov.pk](mailto:asifsaeed@pta.gov.pk)**

## **TENDER DOCUMENTS**

### **Hiring of Janitorial Services at PTA Headquarters, 3<sup>rd</sup> floor in PTCL building, F-5/1 and PTA Vigilance Office, F-6/4, Islamabad**

1. PTA intends to hire the services of a well reputed Janitorial Company for provision of janitorial services at PTA Headquarters situated at sector F-5/1, PTA office on 3rd floor PTCL Building, F-5/1 and PTA Vigilance Office, F-6/4, Islamabad. The services will be hired according to Rule 36(b) of **PP Rules 2004 i.e; Single stage – two envelop procedure.**
  
2. Salient features of single stage – two envelop procedure are enumerated below:-
  - a. The bid shall comprise a single package containing two separate envelops. Each envelope shall contain separately the financial proposal and the technical proposal;
  
  - b. The envelops shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
  
  - c. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
  
  - d. The envelope marked as “FINANCIAL, PROPOSAL” shall be retained in the custody of PTA without being opened;
  
  - e. PTA will evaluate the technical proposal first without reference to the price and reject any proposal which does not conform to the specified requirements;
  
  - f. During the technical evaluation no amendments in the documents shall be permitted;
  
  - g. Prior to opening of financial proposal, the technical evaluation report shall be announced as per Rule 35 of PP Rules 2004 (amended up to 28-06-2021).
  
  - h. Financial bids of those bidders will be opened and evaluated who will obtain 70% marks in technical qualification.

- i. The financial proposals of short listed bidders will be opened publicly at a time, date and venue announced and communicated to the bidders;
  - j. The financial proposal of bidders not qualified shall be returned un-opened to the respective bidders; and
  - k. The bid will be evaluated on least quoted amount for qualified bidders in technical evaluation. It means that the firms which have qualified in the technical evaluation will become at par and the bidder, who has quoted the lowest financial bid i.e; most advantageous bid, will be awarded contract.
  - l. If two bidders quoted equal financial bids then the bidder who has obtained the higher marks in technical evaluation will get the contract.
  - m. The result of bid evaluation, in the form of final evaluation report, will be announced in accordance with Rule 35 of PP Rules, 2004 (amended up to 28-06-2021).
  - n.
3. No claim in Increase/Escalation in contract amount during the Contract will be entertained.
  4. Bidders will be required to submit an amount of Rs. 150,000/- in the shape of pay order or draft in favour of PTA along with technical bid.. Bid security of successful bidder will be retained as part of retention Money. Bid security of un-successful bidder will be returned on issuing of Work Order by PTA but not later than 30 days from the date of opening of financial bid.
  5. Affidavit that the firm has not been blacklisted by any Govt/Semi. Govt/Autonomous Body/Private Company will also be provided by the bidder on non-judicial stamp paper.
  6. Tax will be deducted at source as per GOP rules.
  7. Bids validity period shall be 90 days from the opening of technical bids.
  8. Bidders shall be registered with income tax and sales tax department. Bidder shall also provide copy of NTN and GST certificate.
  9. Safety of its employees from injury will be responsibility of the janitorial company.

10. The successful company will be required to enter into a formal contract Agreement on Rs. 100 non-judicial stamp paper duly attested by notary public, to be executed with mutual consent of both parties. (Draft Agreement Attached).
11. Contract will be executed for 3 years.
12. The janitorial company will commence work as per agreement between both parties.
13. Each page of the documents should have sign and stamp of the bidder.
14. All material will be checked and approved by the Director (CW) before commissioning of job.
15. Janitorial company will work under the supervision of Director (CW).
16. In case of any dispute or conflict between Contractor and PTA, the case will be referred to Dir (Administration). However, the janitorial company will have the right to appeal to Chairman PTA.
17. In complete tender/bids will be rejected forthwith.
18. Fair wages rule be adopted as per instructions of Government of Pakistan. No individual of the company working in PTA will be paid less than prescribed by Government of Pakistan from time to time.
19. PTA reserves the right to accept or reject the bids as per PPRA rules.
20. Interested Janitorial Companies may forward their proposals as per above instructions, draft contract, Scope of services (**Annex-A**), Technical Proposal Evaluation Criteria along with Bid form (**Annex –B**) to the undersigned.

(Engr. Asif Saeed)

Director (CW)

051-2878114, 9225352

**Annexure- A**

**SERVICE AGREEMENT**  
**(FOR JANITORIAL SERVICES) .**

This Service Agreement (the "Agreement") for the provision of janitorial services is made at-----on this \_\_\_\_\_ **day of 2021.**

By and between

Pakistan Telecommunication Authority, a statutory body established under Pakistan Telecommunication (Re-organization) Act, 1996, having its principle office at PTA H/Q, F-5/1, Islamabad through Director (Administration), (hereinafter referred to as the "PTA" which expression where the context so permits including its administrators or assigns) of the One Part and;

M/s \_\_\_\_\_  
\_\_\_\_\_ **through**-----bearing CNIC  
No. \_\_\_\_\_ having its registered office at  
\_\_\_\_\_ (hereinafter referred as the "Contractor" which  
expression where the context so permits shall include its successors, administrators and  
permitted assigns) of the Other Part.

(If when and where applicable the Party of the One Part and Party of Other Part shall hereinafter be collectively referred to as 'Parties' and individually as 'Party' as the context of this Agreement requires).

WHEREAS,

1. PTA is desirous to acquire the janitorial Services for for cleaning building floors by sweeping, mopping, scrubbing, or vacuuming them, gather and empty trash (hereinafter referred to as the 'Services') at PTA HQs building F-5/1, 3<sup>rd</sup> floor of PTCL Building, F-5/1 and PTA Vigilance Office House No. 4, Street 52, F-6/4, Islamabad (hereinafter referred to as the "Premises") in accordance with the terms of this Agreement; and as described in detail in Annexure-A of this Agreement.

2. The Contractor \_\_\_\_\_ being engaged in providing of such type of Services, and has agreed to provide these Services to PTA on the terms and subject to the conditions as set forth hereunder.
3. The Contractor represents that it has the relevant expertise and holds valid and subsisting licenses/permissions, authorizations/approvals which are/or may be required from the Government of Pakistan, and that it has the requisite expertise and resources to provide top quality of requisite Services to PTA in accordance with the highest standards and satisfaction of PTA. The Contractor undertakes that the Services shall be provided only through the staff/labour/workforce that has the requisite expertise and experience in this regard.
4. Upon the basis of the representations and warranties of the Contractor contained herein, PTA wishes to appoint the Contractor to provide the Services in its Premises.
- 5.

**NOW THEREFORE**, for the consideration provided herein the representation and warranties, covenants, conditions and promises contained herein below and intending to be legally bound, PTA and Contractor hereby agree as follows:

**1. SCOPE OF AGREEMENT**

Subject to terms and conditions of this Agreement the Contractor agrees to provide the Services to PTA as per **Annexure-A** of this Agreement.

**2. Term and Termination:**

The Initial Term of this Agreement shall be for threeyears commencing from (date/month/year)\_\_\_\_\_, 2021 and ending on \_\_\_\_\_, 20 both days inclusive.

Notwithstanding anything herein contained PTA shall be exclusively entitled to terminate this Agreement;



its staff/janitors by 5<sup>th</sup> of each month without its linkage to the payment of its monthly bill.

### 3. **General Instructions**

3.1 The PTA shall have the right to require the Contractor to **replace** any of his employee/workmen whose conduct or performance is not satisfactory or PTA in its sole judgment considers that such employee/workmen of the Contractor shall be replaced immediately for security reasons in that event the Contractor shall be under obligation to provide replacement of such person immediately.

3.2 Any **major security threats** shall be liable for immediate termination of this Agreement by PTA without any prior notice to Contractor without prejudice to para-2supra.

3.3 The Contractor, its/his staff, workers, employees, personnel, agents or any other person acting for him and/or on his behalf shall hold in confidence and complete confidentiality and all documents and other information supplied to the Contractor and his Employees personnel, agents etc. by or behalf of PTA or which otherwise came/come into its/his/their knowledge and relates to PTA or any of its project.

3.4 The Contractor shall indemnify and hold harmless PTA its Chairman, Member Offices, Employees and other Personnel against any and all claims, damages, liabilities, losses, and expenses, whether direct or indirect, or personal injury or death to persons or damage to property arising out of (i) any negligence or intentional act or omission by the Contractor or his employees, personal , agents, etc. in connection with the Agreement, or (ii) arising out of or in connection with the performance of his obligations under this Agreement.

3.5 The Contractor shall pay the compulsory payments of EOBI and social security of each employee/janitor to the concerned government departments every month. Evidence of the remittance made to the concerned departments along with the invoice shall be provided to PTA after which the payment of each month to contractor will be processed.

3.6 If any **dispute**, or difference arise between the parties as to the terms and conditions of this Agreement or as to the performance or non-performance of the terms thereof or in connection with or arising out to this agreement, the same shall be referred for resolution to Director (Administration) at PTA HQs. However, the janitorial Contractor will have the right of appeal to Chairman PTA.

3.7 The Agreement can be **extended** for the another year after the expiry of the initial period of the Agreement on the same terms & conditions as well as on mutual rates agreed by both parties.

3.8 **Cost** of electricity/water for rendering Services shall be borne by the PTA.

3.9 PTA **shall not be liable** for any injury/ loss to the men and material of the Contractor during the course of business. The Contractor shall always undertake the Job at its own risk and cost by adopting best safety measures for its employees.

3.10 The Contractor will **work under the guidance of Director (CW)** and all cleaning material, equipment tools and other items to carry out the services will be checked by him. The material used should be of best quality subject to acceptance by PTA. Anything found of below standards will be rejected forthwith.

3.11 The Contractor will only **employ** those persons who are adult (18 years of age or above) having valid CNIC of Pakistan only. The Contractor shall ensure that all the janitors/employees hired are mentally & physically fit for the job and have no communicable disease and are healthy in all respect to perform the job.

3.12 **Medical Fitness** the Contractor will be responsible to get each janitor/worker/ employee medically examined and provide medical certificate or results of the tests as prescribed by the Deputy Dir (Medical) of PTA.

3.13 The contractor shall before deploying the manpower under this contract, provide valid and authentic, **security clearance certificate** of each employee to PTA.

- 3.14 The Contractor shall provide security clearance from police station along CNIC of each employee hired in PTA.
- 3.15 The Contractor will employ at least one well-mannered literate (at least matriculation) supervisor having 3 years of experience on full time basis and shall provide additional manpower helpers if required for cleaning services and the Jobs mentioned under this Agreement with no additional costs.
- 3.16 All Janitors and Cleaners should be in distinct uniform bearing the name of Contractor i.e. \_\_\_\_\_.
- 3.17 Storage Space will be provided within the building premises to the Contractor for storage of required cleaning material and equipment/ machines etc.
- 3.18 An appropriate deduction on account of unsatisfactory performance, task not done as per Agreement, fewer janitors deployed, shortage/less amount of material provided for cleaning during the period of this Agreement will be made on monthly basis. The amount will be conveyed/calculated by Director (CW) while processing the bill (if any).
- 3.19 Contractor will provide cleaning trolleys (06 No.) to janitors for floors which will be equipped with all required material used for cleaning etc.
- 3.20 Security Deposit/Retention Money: Bid security of successful bidder will be retained/converted as retention money. Security Deposit/Retention Money will be equal to two months payment/remuneration (the amount will be enhanced in 2nd and 3rd year as per the contract amount of respective year) quoted by the bidder will be deposited with PTA in the form of pay order or bank draft in favour of PTA. This security deposit will be released on expiration of the contract subject to NOC by Dir (Civil Works) PTA.

3.21 The Contractor shall always be responsible to indemnify the PTA in the event the Contractor terminates the agreement before the expiry of the agreement. The Contractor shall deposit with the PTA an amount equivalent to three months service charges prevailed at that time to cover this liability in the lieu of such termination without any notice.

3.22 Neither Party shall be held responsible for any loss or damage or failure to perform all or any of its obligations hereunder resulting from a Force Majeure event. For the purpose of this Agreement a "Force Majeure Event" shall mean any cause(s) which render(s) a Party wholly or partly unable to perform its obligations under this Agreement and which are neither reasonably within the control of such Party nor the result of the fault or negligence of such Party, and which occur despite all reasonable attempts to avoid, mitigate or remedy, and shall include acts of God, war, riots, civil insurrections, cyclones, hurricanes, floods, fires, explosions, earthquakes, lightning, storms, chemical contamination, epidemics or plagues, acts or campaigns of terrorism or sabotage, blockades or acts of Governmental Authority after the date of this Agreement. The Party initially affected by a Force Majeure shall promptly but not later than seven (07) days following the Force Majeure event notify the other of the estimated extent and duration of its inability to perform or delay in performing its obligations ("Force Majeure Notification"). Failure to notify within the afore-said period shall disentitle the Party suffering the Force Majeure from being excused for non-performance for the period for which the delay in notification persists. Upon cessation of the effects of the Force Majeure the Party initially affected by a Force Majeure shall promptly notify the other of such cessation.

3.23 The provisions of this Agreement and the rights and obligations hereunder shall be governed by and construed in accordance with the prevailing laws of Pakistan.

3.24 A party's failure to exercise or delay in exercising any right, power or privilege under this Agreement shall not operate as a waiver; nor shall any single or partial

exercise of any right, power or privilege preclude any other or further exercise thereof.

3.25 The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

3.26 All addition amendments and variations to this agreement shall be binding only if in writing and signed by the Parties or their duly authorized representatives.

3.27 This Agreement may not be assigned by either party to other than by mutual agreement between the Parties in writing.

3.28 Annexure-A pertaining to the details of Service, Annexure-B (Financial Bid), Tender Documents, Work Order, Tender Documents, Corrigendum (if any), Addendum (if any) are integral part of this Agreement and has to be read and construed as such this Agreement.

3.29 Fair wages rule shall be adopted as per instructions of Government of Pakistan. The Contractor shall pay as per the fair wages rule and notification of Federal Government of Pakistan from time to time. PTA will not entertain any request in this regard for the enhancement of wages during the period of this Agreement. The salary of the Supervisor shall be at least Rupees Five thousand Rs.5,000/- per month more than the Janitors.

3.30 Contractor supervisor/owner will visit daily PTA building and will submit the cleaning report to the Director (CW).

3.31 Both Parties have agreed and signed this agreement before the witness on this day.

(Mr. \_\_\_\_\_ )

S/o \_\_\_\_\_

NIC # \_\_\_\_\_

Address:- \_\_\_\_\_

\_\_\_\_\_

Witness:

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

Dir (Administration)

For & Behalf of Pakistan

Telecom Authority

Witness:

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

**SCOPE OF WORK/SERVICES**

**Staff Required**

- 15 Persons + 1 supervisor (for 5 working days)

**Area / Building**

- PTA Headquarters (8 floors + 2 Cafeteria + 1 Basement)
- 3<sup>rd</sup> floor , PTCL Building, F-5/1
- Vigilance office (F-6/4)

**Services to be Provided.**

**ONCE DAILY**

- Vacuum and spot cleaning of all carpets and rooms of all officers.
- Reception Area.
- Basement.
- Corridors.
- Staircases.
- Sweeping of area in front and behind of PTA building. (within PTA premises)
- Removal of all fingerprints, dirt, etc. from all glasses, doors and light switches.
- Empty all waste paper bins and other trash containers and then dispose them off.
- Washing of all mirrors, dispensers, faucets, flush tanks etc. with non-scratch disinfection cleaners, wipe and dry all sinks.
- Washing of all toilets, urinals and sinks with disinfection material.
- Provision of clean towels (size 4' x 5') in washrooms every day. (for 5 working days)

## **TWICE AT LEAST (Daily) & On REQUIREMENT**

- **Cleaning, Sweeping and mopping with disinfection material**
  - Corridors.
  - Lifts.
  - Waiting Areas on all floors.
  - Cleaning of toilets with branded disinfection material and provision of phenyl balls in basins and urinals.
  - Emergency cleaning whenever required.

## **MONTHLY SERVICES or on Requirement**

- Cleaning and washing of external area of PTA Building that is in front and back of building.
- Removal of Spider webs from offices.
- Cleaning of external windows.

## **BI ANNUAL SERVICES**

- Cleaning of External windows of PTA HQs building by hiring crane and best possible measures twice a year as per satisfaction of officer in charge. Vendor will follow all safety standards and precautionary measures for safety workers.

## **GENERAL INSTRUCTIONS**

- Company will provide liquid soap (Lux / Safeguard), towels of Large size (4'x 5') (White export/best quality), tissues rolls (Rose Petal Soft) and other toilet accessories including air freshener tablets & phenol balls in washbasins etc. as per requirement tabulated below in the toilets/floors of the building. The quality these fast consuming products shall be on the discretion of PTA and company will ensure regular availability.

<b>Sr. No.</b>	<b>Item</b>	<b>Qty</b>
i.	Liquid Lux / Safeguard Soap	As soon as the provided volume of soap is consumed by $\frac{3}{4}$ of volume.
ii.	Towels (4'x5') white premium quality.	Provision of 70 towels (clean) on daily basis for 5 working days. Provision of Extra towels in offices

		of Chairman, Member (F) & Member (T) of Premium / Excellent quality
iii.	Tissue rolls (Rose Petal Soft)	As soon as the provided volume of Tissue roll is consumed by 7/8 of volume.
iv.	Air Fresher Tablets (Roomi)	On consumption of provided ones
v.	Phenol Balls or Perfumed Wax in wash basins/urinals	Good quality Imported ones which is specially made for the shanks/sinks and urinals for all washrooms of PTA. On consumption of provided ones in
vi.	Disinfection & Cleaning material (Sweep, Harpic, Dettol, Acid, Liquid Phenyl (Finis), Glint, Surf, Vim, scrubbers, etc.) to be used in washrooms, floors, offices, outer premises etc	It will be used on daily basis and uninterrupted supply should be made to Janitors for cleaning.
vii.	Brooms, Mops, Dusters, Glass cleaner vipers, web removers, buckets, water piper of 400 feet, wheel barrows & other equipment to be used	As per requirement and good quality to be used.
viii.	Air fresher spray of approved make	To be sprayed twice a day in lobbies or on VIP movement.
ix.	Lu blue in Toilet Cisterns	To be provided in 11 washrooms and new ones on consumption of old one.
x.	Brasso Polish	For railings and other brass items

xi.	Kitchen Rolls	To be provided in 3 x Washrooms of Authority on requirement basis
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- The Contractor would **provide and maintain** daily consumable items i.e. washing powder, vim, phenyl liquid and phenyl balls, chemical for cleaning mop, duster, wiper, brush, mansion polish, brass etc., and all other tolls and supplies not stated herein as being supplied by the Contractor in the store of the PTA on monthly basis and will utilize these items according to the requirement. These items shall be of first/best quality, and bearing good results. The contractor will also arrange Vacuum Cleaner, Befitting, equipment and would arrange necessary equipment for cleaning of the exterior walls, windows etc. under this agreement and shall in no way bear any liability on PTA whether in terms of money or otherwise.
- Exterior windows are to be cleaned twice in a year by hiring crane or whatsoever equipment which is required by the Contractor for cleaning external windows. No extra payment in this regard will be paid to the vendor. Equipment/method which felt by PTA during the cleaning of windows that it is not safe for employees/building will not be allowed to be used/adopted and vendor will provide another solution at his own cost.
- The Contractor should ensure that the **schedule** should be prepared on the basis of requirement in such a manner that all the services are efficiently carried out and the exterior and interior of building remain clean and tidy all time.
- 
- Company will only employ those persons who are adult (18 years of age or above), mentally and physically fit for the job.

- Janitors will wear a uniform (approved uniform from PTA) with identification card showing his name and company name duly signed by company manger in PTA premises.
- Company will provide a cleaning trolleys (06 No.) to janitors for floors which will be equipped with all required material used for cleaning etc.
- Company will provide vacuum cleaner (commercial Size to janitors as per requirement.
- Fair wages rule be adopted as per instructions of Government of Pakistan. No individual of the company working in PTA will be paid less than prescribed by Government of Pakistan from time to time.
- The contractor while submitting the invoice for payment, will provide the copies of the salary disbursed to the workers deployed at PTA HQs and contributions paid to EOBI & ESSI, for the preceding month for verification by PTA.
- This contract will be for a period of three year.
- The rates for rendering services by Janitorial Company shall be firm and final during the contract period.
- Experienced supervisor having experience of minimum 3 years with education of matriculation will be employed by company.

## Evaluation Criteria

<b>Mandatory Criteria:</b>		
i. Registration with income tax and sales tax department. ii. Company/firm should be of ATL list of FBR for income tax and on ATL of FBR/ Provincial Revenue Authority for sale tax. ii. Company Registration with Registrar of firms/SECP iii. At least ten years of relevant experience.		
Sr. #	Criteria	Marks
1	<b><u>Experience: (with documentary evidence)</u></b>	<b>20</b>
	20 years or more	20
	15-19 Years	15
	10-14 Years	10
2	<b><u>Active Tax Payer Proof:</u></b> (enclose income tax return for last 5 years)	<b>10</b>
	2 points for each year maximum up to 10 pts	
3	<b><u>Good Performance Certificate (provided by the current clients)</u></b>	<b>10</b>
	2 Pts per Certificate max up to 10 pts (Enclose certificates issued by the current clients)	
4	<b><u>Copies of similar agreement in hand</u></b>	<b>10</b>
	2 Pts per Agreement max up to 10 pts (Provide Copies of the signed contract)	
5	<b><u>Major Clients : (Provide Work order and contract agreement copies)</u></b>	<b>10</b>
	Corporate/Multinationals/Autonomous Organizations/ Hospitals (5 marks/client, max 10)	10
	Factory/parks/Universities (3.5 marks/client, max 7 )	7
	Government/Residential (2.5 marks/client, max 5)	5
6	<b><u>Physical Verification from Clients by Committee</u></b>	<b>10</b>
	Satisfactory Response	10
	Non-Satisfactory Response –	0
<b>Note:</b>	i. Minimum marks for qualifying for financial evaluation will be 70%. ii. If physical verification result is not satisfactory then the bid shall be rejected forthwith. iii. Attach supporting documents to claim marks.	

**Annexure- B**

<b><i>Financial Bid for the Provision of Janitorial Services to PTA HQs, 3<sup>rd</sup> Floor PTCL Building and Vigilance Office, F-6/4 as per Scope of Services Annex-A</i></b>			
<b>Sr. No</b>	<b>Description</b>	<b>Amount in PKR / month</b>	<b>GST</b>
<b>1</b>	<b>Amount/ Month for 1st year of Contract</b>		
<b>2</b>	<b>Amount/ Month for 2<sup>nd</sup> year of Contract</b>		
<b>3</b>	<b>Amount/ Month for 3<sup>rd</sup> year of Contract</b>		

Note:

1. Attach bid security equal to Rs. 150,000/- in the form of payorder demand draft with technical bid. .
2. Financial Bid is to be submitted on this format only.
3. GST amount be mentioned separately.

Sign & Stamp of Bidder