



Pakistan Telecommunication Authority

Telecom Regulator

PAKISTAN TELECOMMUNICATION AUTHORITY

Zonal Office 165, Abid Majeed Road, Lahore

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

Tender No: 02/Admin/15

**Tender Notice for Hiring of Security Services at PTA Zonal Office
Lahore.**

Sealed bids are invited from security companies for provision of Security Services at PTA Zonal Office Lahore. Bidding Documents can be collected from the office of the undersigned on cash payment of Rs.500/- (Non-refundable) by 1000 hours 04 August , 2015. Same can also be downloaded from PTA website for which Rs.500/- would be paid at the time of participation / submission of bids.

TERMS AND CONDITIONS

1. Sealed bids should reach in the office of the undersigned by at 1000 hours 4th August, 2015 by hand or through registered post. The bids will be opened by the purchase committee in the presence of bidders or their representatives at 1000 hours in the **Conference Room**, on the same day.
2. The services will be hired according to PPRA Single stage – two envelop procedure.
3. The bid shall comprise a single package containing two separate envelops. Each envelope shall contain separately the financial proposal and the technical proposal;
4. The envelope containing the bids should be marked as “SEALED BID”.
5. Any bid without 2 % Earnest money of the bid value in shape of bank draft/ pay order in favor of Pakistan Telecommunication Authority will not be considered.
6. Copies of NTN & GST certificate should be attached with the bid.
7. PTA reserves the right to accept or reject any or all offers as per PPRA rules.
8. This tender notice is also available on PPRA website i.e. www.ppra.org.pk

Zonal Director
Pakistan Telecommunication Authority
Lahore
Ph: 042-36665022

TENDER DOCUMENTS

Prequalification of Security Companies for Provision of Security Services at PTA Zonal Office Lahore

1. PTA Zonal Office Lahore intends to hire the services of a well reputed Security Company for provision of security services at PTA Zonal Office and Inspection Rooms located at Lahore Cantt for a period of three (03) years renewable on yearly basis as per detail given below:-

S#	Place	1st Shift (12 Hours)	2nd Shift (12 Hours)	Total
a	PTA Zonal Office Lahore Building	2	1	3
b	Inspection Rooms	1	1	2
Total:		3	2	5

2. The services will be hired according to PPRA Single stage – two envelop procedure.

3. Salient of single stage – two envelop procedure are enumerated below:-

- a. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- b. The envelopes 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 the procuring agency without being opened;
- e. PTA Zonal Office Lahore will evaluate the technical proposal first without reference to the price and reject any proposal which does not conform to the specified requirements;
- f. Weightage of Technical and Financial proposals will be 70% and 30% respectively.
- g. During the technical evaluation no amendments in the technical proposal shall be permitted;
- h. The financial proposals of technically qualified bids will be opened publicly at a time, date and venue announced and communicated to the bidders.
- i. After the evaluation and approval of the technical proposal PTA Zonal Office Lahore, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and
- j. The bidder obtaining highest marks combining Technical and Financial proposals will be awarded the contract.

4. Pre-Qualification - Mandatory:-

Company must furnish following information;

- a. Valid license to operate in Punjab Province
- b. NOC issued by Punjab Government
- c. Registration with SECP
- d. Registration with Social Security
- e. Copy of NTN certificate
- f. Registration with All Pakistan Security Agencies Association (APSAA)
Affidavit that the firm has not been black listed by any Government / Semi Government organization.
- g. Proof of financial soundness from a scheduled bank accompanied with bank statement for the last one year.
- h. Pay order / bank draft of 2% of total quoted price for the first year shall accompany the financial proposal as Bid Security/ Earnest money. Technical proposal must contain a certificate regarding attachment of earnest money along with financial bid. Failing to do so may result into disqualification.
- i. The successful bidder will be required to deposit a "performance/ bank guarantee" equivalent to two (2) months remuneration of the first year, through a Pay Order/ bank draft in favor of PTA within one week of award of contract. If the bidder fails to deposit performance/ bank guarantee within one week of the receipt of the letter awarding the job, the same shall be treated as cancelled and the earnest money shall be forfeited. The bid security of the successful contractor will be adjusted against the performance guarantee
- j. Deployment of at least 200 security guards in Lahore municipal limits. A certificate to this effect will be furnished along with details of deployment.(Facts will be verified).
- k. A certificate to the effect that all security guards are paid monthly wages, not less than the minimum wages fixed by the government of Pakistan from time to time. Any violation at any stage in this regard will render the security company ineligible to work with PTA Zonal Office Lahore.

- l. The bid prices shall not be in violation of minimum wages set by the Government of Pakistan, otherwise PTA Zonal Office Lahore has the right to reject any such bid or bids.
 - m. The company should have the valid wireless license and should be able to provide walkie Talkie Sets on demand.
 - n. Performance certificates by the major clients where your security company has been providing security services in the last two years.
 - o. The company should have few licenses of automatic weapons and will provide at least 2 automatic weapons along with other weapons.
5. Weightage of Technical and Financial proposals will be 70% and 30% respectively. The bidder obtaining highest marks combining Technical and Financial proposals will be awarded the contract.
6. If two or more bidders obtain equal marks in Technical proposal, then the contract will be awarded to the one with lowest financial bid.
7. Salaries, perks, privileges and work hours of the guards will be governed strictly according to the government rules / regulations.
8. Compulsory remittance of EOBI, ESSI and insurance premium against each individual.
9. Evidence of remittance of insurance premium will be submitted on award of security contract.
10. Payment will be made on monthly basis by PTA Zonal Office Lahore through cheque after production of EOBI and ESSI receipts.
11. Security guards will be granted four days off per month.

12. The company will be responsible to get each guard medically examined by a registered medical practitioner and provide medical certificate. Similarly the company shall provide character certificates of each guard with verified antecedents.

13. Guards provided by the company should not be less than 25 years and not more than 50 years of age in case of guards. Bulky/overweight persons will not be accepted.

14. The guards should be trained and capable enough to handle the situation including but not limited to bomb blast, earthquakes and events of fire etc.

15. The company will provide a hand held metal detector and a vehicle search mirror at each location given at para-1 above.

16. Evaluation criteria is given in the technical proposal. Minimum threshold for qualifying in the technical proposal is 60%.

17. Evaluation criteria of financial proposal is as under:

Lowest Quoted Bid X 30 = Total Marks Obtained

Bid to be evaluated

18. The successful bidder will have to provide either ex-servicemen or young energetic and trained civilian fully equipped and conversant with security performance and other requirements as mentioned in the security agreement.

19. During the contract, the firm will provide Security Services as per terms and conditions, to be settled later on in the shape of contract agreement, for PTA Zonal Office Lahore.

20. An agreement will be made between PTA and contractor on judicial paper of Rs. 100/-.

21. Availability of additional guards (if so required) will be ensured within 24 hours.

22. Interested Security Companies may forward their proposals as per above instructions to the undersigned latest by 04 August 2015 at 1000 Hours.

23. PTA Zonal Office Lahore reserves the right to accept or reject the tender without assigning any reason as per PPRA rules.

24. **Bid Validity**. Bids shall remain valid for 90 days after the date of tender opening. Earnest money will be returned to the unsuccessful bidders not later than expiry of the Bids.

FINANCIAL PROPSAL

Hiring of Security Services for PTA Zonal Office Lahore

25. The monthly rate / total amount for provision of 05 x Security Guards, on 24 hours basis i.e. three (03) guards at first shift (12 hours) and two (02) guards at second shift (12 hours) for PTA Zonal Office Building and Inspection Rooms B-1 Habib Road Lahore Cantt inclusive of all payable taxes quoted below;

S#	Place	No. of Guards	Amount for 1st Year of Contract		Amount for 2nd Year of Contract		Amount for 3rd Year of Contract	
			Rate	Amount	Rate	Amount	Rate	Amount
A	PTA Zonal Office Lahore Building	03						
B	Rest House B-I	02						
Total		05						

Note: Attach 2% earnest money of first year bid price along with this bid form in original. Technical proposal must contain a certificate regarding attachment of earnest money along with financial bid, failing to which may result in disqualification.

(Muhammad Farooq)

Zonal Director

165, Abid Majeed Road, Lahore Cantt

042-36665022

TECHNICAL PROPOSAL

Name of the Company:

Weightage

1. List of major clients **10 Max**

(Corporate bodies/Multinational/Embassies/5 Star Hotels=2 Marks each)

(Factories/Educational Institutions/Government offices= 1 Mark each)

(Residential Colonies/Commercial Centers/Hospitals =1/2 Mark each)

Copies of valid agreements will be provided as evidence

2. Experience of the company __ years (1 mark for each year) **15 Max**

3. What services are offered: - (1 Mark each) **05 Max**

a. _____

b. _____

c. _____

d. _____

e. _____

4. What security equipment is available :- (1 Mark each) **05**
Max

a. _____

b. _____

c. _____

d. _____

e. _____

5. Company has the license / permission to use following weapons:- **05 Max**

(1 Mark each)

a. _____

b. _____

c. _____

d. _____

e. _____

6. Monitoring control and supervision mechanism of the guards:- **05 Max**

(1 mark each)

a. _____

b. _____

c. _____

d. _____

e. _____

7. Training of guards on: - (1 mark each)

05

Max

a. _____

b. _____

c. _____

d. _____

e. _____

8. Refresher Training: - (1 mark each)

05 Max

a. _____

b. _____

c. _____

d. _____

e. _____

9. Guards selection criteria and verification procedure **05 Max**
(2.5 marks) (2.5 marks)

10. Performance Certificates by Major Clients **10 Max**
(1 Mark each)

Total : _____

70

11. Please attach Company history/Profile.

12. Contact person name _____

13. Office Address _____

14. Contact Number _____

Note: Office premises will be visited / inspected to verify the above mentioned facts.

Date: _____

Signature: _____

Place: _____

Name: _____

DRAFT AGREEMENT OF SECURITY SERVICES

This agreement is executed on this day _____ for hiring of Security Guards between **M/s** _____ **Security Services (Pvt) Ltd**, a company incorporated under the Companies Ordinance 1984 and having its registered office located at _____ (hereinafter called "Security Company")

AND

PAKISTAN TELECOMMUNICATION AUTHORITY, Zonal Office, Lahore (Hereinafter called **PTA, Zonal Office, Lahore**) which expression shall be deemed to include the “**PTA**” designated REPRESENTATIVE OF THE Second Part).

WHEREAS the First Party has security guards fully trained in the field of security has agreed to provide security services for the persons and moveable/immoveable property of Office and Rest House of the **PTA Zonal Office, located at Lahore**, as set out in this Agreement.

1. **TERMS OF AGREEMENT**

- a. **Period.** 14th August 2015 to 13th August, 2018. Contract renewal / extension on yearly basis will be subject to mutual consent and satisfactory performance of the company
- b. **Execution.** The security agency will be bound to execute the directives of the **PTA.**
- c. **Additional Guards.** In case **PTA** requires additional strength of guards, the security company shall provide the same according to requirement on the terms as agreed in the agreement on 24 hours notice.
- d. Salaries, perks, privileges and work hours of the guards will be governed strictly according to the government rules / regulations.

2. **GUARD SERVICES**

The Security Agency will be fully responsible to provide satisfactory services at **PTA** Zonal office Lahore

- a. Energetic, smart, literate and healthy (preferably ex-serviceman) with complete uniform fully conversant with the security performance should be deployed at PTA Zonal Office and Rest House at Lahore in consultation with the security in-charge of the PTA. Guards provided by the company should not be less than 25 years and not more than 50 years of age. Bulky/overweight persons will not be accepted.

b. Daily attendance will be marked in the register at the point as well as Daily Attendance sheet duly signed for submission to security in-charge PTA Zonal Office Lahore for calculation and compilation on monthly basis. Representative from the company / guards supervisor will randomly (at least four times a month) monitor the performance of guards as per terms and conditions and verify the same on attendance register.

c. That M/s _____ Security Company Ltd will provide and ensure that each guard on duty has received and understood written instructions for basic duties, is dressed in proper UNIFORM of the Company and is fully equipped to discharge his duties. Each guard is to be issued with two new uniforms.

d. The Armed Guards will be called "Standing Security Guards" and will remain alert, patrolling and vigilant throughout their duty hours, and any mishap will be the responsibility of the Security Agency under all circumstances subject to the completion of all legal proceedings as required by law i.e. Joint Board of Inquiry etc.

e. The company will be responsible to get each guard medically examined by a registered medical practitioner and provide medical certificate. Similarly the company shall provide character certificates of each guard with verified antecedents.

f. The company will be responsible to introduce a guard to the in-charge security officer PTA Zonal Office Lahore before deployment as a substitute.

3. **DEPLOYMENT OF GUARDS**

Total Five (05) guards will be deployed;

a. Two (02) Guards will be deployed at Zonal Office in 1st Shift and one (01) in 2nd shift.

b. One (01) guard will be deployed at Rest House in 1st shift and one (01) in 2nd shift.

4. **PAYMENT OF SERVICES CHARGES**

The PTA will pay services charges on monthly basis for the first year of contract as mentioned below to M/s _____ Security Company Ltd by 10th of each

month on submission of invoice and **PTA** shall not be responsible in any manner to pay either in cash or in kind to other than the amount of salary agreed upon in the agreement for the total strength agreed to be employed. Service charges will increase at the rate of ___ % per annum. **Monthly wages of the guards will not be less than the minimum wages fixed by the government of Pakistan from time to time. Any violation at any stage in this regard will render the security company ineligible to work with PTA Zonal Office Lahore.**

S/No	Year		Rate
a.	14th Aug 2015 to 13th Aug 2016	-----x Security Guards (Armed)	Rs. -----per month @----- --- per guard
b.	14th Aug 2016 to 13th Aug 2017	-----x Security Guards (Armed)	Rs. -----per month @----- --- per guard
a.	14th Aug 2017 to 13th Aug 2018	-----x Security Guards (Armed)	Rs. -----per month @----- --- per guard

5. Evidence of remittance of insurance premium will be submitted on award of security contract. Payment will be made on monthly basis by PTA through cheque after production of EOBI and ESSI receipts.

6. **PERFORMANCE GUARANTEE**

The successful bidder will be required to deposit a “performance/ bank guarantee” equivalent to two (2) months remuneration of the first year, through a Pay Order/ bank draft in favor of PTA within one week of award of contract. If the bidder fails to deposit performance/ bank guarantee within one week of the receipt of the letter awarding the job, the same shall be treated as cancelled and the earnest money shall be forfeited. The bid security of the successful contractor will be adjusted against the performance guarantee

7. **OVERTIME**

The **PTA** shall not be responsible for any payment regarding overtime duty of the services provided by M/s _____ Security Company Ltd.

8. **GUARD DUTIES INCLUDE THE FOLLOWING:**

- a. Prevention of entry into office premises entrusted in the charge of M/s _____ Security of any person not authorized by the **PTA** or any person who lacks proper identification.

- b. Prevent pilferage of items/equipment/property belonging to **PTA** from the premises of **PTA** placed under charge of M/s _____ Security Company Ltd as per written instruction issued by the authorized officer of **PTA**.

- c. Inform concerned authorized officer of **PTA** promptly and accurately any occurrence detrimental to the security of **PTA** premises placed under charge of M/s _____ Security Company Ltd.

- d. To take appropriate action in case of emergencies like:
 - (1) Raising of fire alarm and prompt communication to Fire Brigade and officer in-charge of the installation and arrange rescue activities.

 - (2) Forced Entry will be promptly reported to the local police station, in charge installation and the Control Office of M/s _____ Security Company Ltd for appropriate action.

 - (3) Law and Order Situation will be promptly reported to the local police station, in charge installation and the Control Office of Company for appropriate action. All entry points be closed under such a situation.

 - (4) To arrange immediate medical coverage of any person injured in the premises.

 - (5) To carry out daily checking of all security lights, entry points and locked premises for their effectiveness during off hours.

 - (6) To properly brief the relieving guard about any situation concerning security.

- e. The guards will perform duties including security of **PTA** personnel, installation, its property and fire fighting in case of fire.

- f. It shall be the duty of security guard to take immediate remedial action at the time of any fire incident.
- g. It shall be the responsibility of security guards to check up firefighting equipment installed in **PTA** building/premises and report if found irregularity.
- h. During the effectiveness of this agreement in case of damage occurred to the property or personnel due to the outbreak of fire or any other eventually caused by the negligence of security guards, the contracting security company will be wholly responsible and liable for paying all the losses occurred to **PTA** as a result of their negligence, which will be decided by a committee consisting of both parties.
- i. The arms provided to the guards must be examined by a qualified armourer.
- j. Security guards will be granted four days off per month.
- k. The company will provide a hand held metal detector and a vehicle search mirror at each location given at para-3 above.

9. **PERSON PERFORMING SERVICES SPECIFIED HEREIN TO BE EMPLOYEES OF M/s SECURITY COMPANY LTD**

- a. The persons employed by M/s_____ Security Company Ltd who perform the services specified in this agreement shall be the employees of Company and shall not at any time attempt to represent such employees or its offices as employees of the **PTA**. It is understood by the parties hereto that neither the **PTA** nor any officers of the **PTA** are concerned with the terms and conditions of employment and that there is not and shall not be any relationship of employer and employee between the staff of **PTA** and employees. Since M/s_____ Security Company Ltd is the employer of all such persons who perform the services specified in this agreement, M/s_____ Security Company Ltd Company shall pay wages to such person and shall control and supervise the work done by them, shall instruct them as to the manner in which the work has to be done by them as may be warranted. The **PTA** shall not interfere with the right of M/s_____ Security Company Ltd to hire its employee or in the selection or non-selection of any person as its employees subject to the terms contained in Clause – 12 (b) of this agreement.

- b. If in the opinion of the **PTA** the presence of any employee of Company of any of his acts of omission or commission are prejudicial to the interests of the **PTA** to that of any of its officer, the **PTA** shall inform Company about such employee where upon will take immediate action against such employee by replacing him to the entire satisfaction of the **PTA**.

10. **INDEMNITY**

- a. Company shall at all times during the specified period of this agreement and thereafter indemnify the **PTA** and its officers against all losses and claims for injuries or damage to any person or property arising thereof or in consequence of this agreement or any of its duties to be performed there under, or any act or omission of any of its employees, and against all claims, demands, proceeding, cost, charges and expense whatsoever in respect thereof or in relation thereto and all litigations, court processes and court cases and all proceedings there under filed or instituted by the personnel employed by M/s_____ Security Company Ltd or any of them collectively or individually or by any other party subject to completion of legal proceedings as required by law.
- b. Company shall obtain from all of its employees who are rendering the services specified in this agreement, a declaration that they are and shall remain the employees of M/s_____ Security Company Ltd and shall have no obligation of contract with or claim whatsoever against the **PTA** or against any of its officials.

11. **CONFIDENTIALITY**

M/s_____ Security Company Ltd shall ensure that all of its employees performing services specified in this agreement shall not at any time during the performance of this agreement or thereafter disclose to any person any information as to the affairs of the **PTA** or its offices and as to any other matter which may come to their knowledge by reasons of the performance of the services specified in the agreement. If in the opinion of the **PTA** there has been any such disclosure the person concerned shall immediately be dismissed from the service.

12. **RESPONSIBILITIES OF M/s -----SECURITY COMPANY LTD**

- a. In addition to the services to be performed by M/s_____ Security Company Ltd. specified above Company shall provide at no additional cost to the **PTA Zonal Office, Lahore** such supervision of its employees as is necessary to adequately fulfill its obligations under the agreement.

- b. Company is responsible for ensuring that all its employees performing the services specified in the agreement are physically fit, have no communicable disease and are healthy in all respects to perform duties.

- c. M/s_____ Security Company Ltd, is an independent contractor and accordingly is fully responsible for any accident or injury to its employees or cause by its employee and agrees that neither the **PTA Zonal Office, Lahore** nor any of its officers will be held liable for either of the above in any manner.

- d. Company warrants that in the performance of its obligations under this agreement it shall comply fully with the laws applicable to the establishment of **PTA Zonal Office, Lahore**.

- e. The employees of Security Company shall on no account indulge in UNIONISM.

- f. M/s _____ Security Company Ltd is responsible for recruitment, discipline and all other service matters of its employee. They will not in any case communicate with the officials of **PTA Zonal Office, Lahore** regarding their service matter, which is the sole responsibility of Security Company.

- g. When circumstances warrant, the **PTA Zonal Office, Lahore** may refuse to accept services from any employees of Company whose work has been found unsatisfactory or not in accordance with the requirements of this agreement. In addition, penalties / actions would be initiated in case of unsatisfactory performances and violations that are or equivalent to the ones highlighted below;
 - (i) Amount of Rs.250/- per day per guard will be deducted in case of minor violations like wearing inappropriate dress/ late arrivals/negligence, attending guests during the duty hours, etc. "All fines and penalties will be deducted by PTA Lahore from the monthly payments of the Company.

 - (ii) Three consecutive violations of same nature on part of an individual will render him unsuitable for performing duties in PTA Lahore.

 - (iii) The company would be served with a warning notice in case of persistent minor violations and non-attendance of complaints. Three consecutive warnings may render the company unsuitable for

performing security duty in PTA Lahore and PTA Lahore may terminate this agreement.

(iv) Violations like offensive behavior that involves scuffling etc will lead to a penalty of up to 5% of the monthly bill. All fines and penalties will be deducted by PTA Lahore from the monthly payments of the Company.

(v) Actions like firing of weapons which are not intended for the purpose of defense and in violation of security company's license may lead to cancellation of the agreement besides involving other legal proceedings as required.

h. The process of recruiting, interviewing and hiring employees of Company including any actions with respect to alleged discrimination of other employment practices are the sole responsibility of Security Company subject to what has been agreed in this agreement.

13. **STATUS OF M/s -----SECURITY COMPANY LTD.**

M/s_____ Security Company Ltd is a bonafide limited company working for its own account and acknowledges that this agreement does not confer upon it, or upon any individual employed by it, the status of any employee of the **PTA Zonal Office, Lahore** or that of any of its officers nor grants it, or any individual employed by it, any benefits not specifically provided for herein.

14. **SECURITY**

The Security clearance of all the employees of Company who are assigned to provide services under this agreement shall be the responsibility of M/s_____ Security Company Ltd.

15. **TAXES**

Company shall be responsible for the taxes required to be paid by its under relevant law and for any necessary withholding of taxes from the salaries of employees of Security Company.

16. **RESTRICTION OF ASSIGNMENTS TAKE OVER**

- a. M/s _____ Security Company Ltd shall not assign or sub-contract any of its duties or rights under this agreement, including but not limited to any benefit or interest herein or there under, any such assignment or sub-contracting by Company shall entitle the **PTA Zonal Office, Lahore** to terminate this agreement forthwith.

- b. If Company shall make any arrangement with or assignment in favour of its creditors, or amalgamates with any other concern or is taken over, the **PTA Zonal Office, Lahore** shall be entitled to terminate this agreement forthwith upon notice.

17. **DISPUTES**

All questions, disputes, controversies arising directly or consequent to this agreement except matters, which are the sole discretion of **PTA Zonal Office, Lahore** under the terms of this agreement, shall be settled by mutual negotiations. Should such negotiations fail, the matter, as specified herein before subject to said exception shall be referred to arbitration by two arbitrators, one to be appointed by Company and the other by **PTA Zonal Office, Lahore** and on their recommendations the third arbitrator will be appointed, to decide whose decision shall be final and binding and not challengeable in law.

18. **EFFECT OF AGREEMENT**

This agreement embodies the entire understanding of the parties hereto on this subject and there are no commitments, terms, conditions or obligation, oral or written, express or implied other than those contained therein.

19. **TERMINATION OF AGREEMENT**

If M/s _____ Security Company breaches any terms and conditions laid down in this agreement and if such breach is not cured within thirty (30) days after receiving written notice from PTA Zonal Office Lahore specifying such breach in reasonable detail, PTA Zonal Office Lahore shall have the right to terminate this agreement by giving written notice thereof to the company, which termination shall go into effect immediately on receipt.

20. **MODIFICATION OF AGREEMENT**

Any amendment or modification of this agreement or additional obligation assumed by any of the party will be enforced only after mutual agreement of both the parties. **No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.**

21. **COVERING LAW**

a. This contract agreement has taken place w.e.f. -----2015 and will be in force for the period of 3 years.

b. Both parties have rights to terminate the contract on one month advance notice. In case the services are terminated without notice, second party will have to make the payment equivalent to one month's salaries of the guards.

IN WITNESS WHEREOF the parties hereto have signed this agreement on the day of _____.

Signed on behalf of

M/s _____ Security Company Ltd

Zonal Director

PTA Zonal Office,
Lahore

Witness 1: _____

Witness 1: _____

Witness 2: _____

Witness 2: _____