



**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
PROCUREMENT CELL**

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“Say No to Corruption”



Director Procurement

No. DP/35664/8489/ **13**
July 7, 2025

**Notice Inviting Tender
Through EPADS**

NEDUET invites sealed bid on Single Stage One-Envelope procedure from well-reputed Firms registered with FBR, SRB, EOBI and SESSI to provide Janitorial / Sanitation Services at NEDUET to carry out following:

S#	Tender / Number	Tender Schedule – Date and Time			
		Issue / Sale		Submission	Opening
		From	To		
1.	Hiring of Janitorial / Sanitation Services at NEDUET. Tender No. PC/NED/DWS/ Janitorial/8489/2025	10.07.2025	29.07.2025	30.07.2025 10:00 A.M.	30.07.2025 10:30 A.M.

Eligibility Criteria

- Proof of valid registration with, FBR, SRB, EOBI and SESSI.
- At least 3 years relevant experience of providing services in janitorial / sanitation areas of work at Public Sector Universities.
- Satisfactory service providing certificate(s) for previous work completed.
- Last three years audited financial statements along-with last three years online income tax returns submitted to FBR and based on these returns average turnover of one year should not be less than Rs 50 million per annum.
- Valid “Professional Tax Certificate” issued from Government of Sindh.
- Affidavit on (non-judicial stamp paper) of no litigation history, non-blacklisting, never indulge in any corrupt, fraudulent and collusive practices, also undertaking that the information and documents provided with are correct. The date of issuance of said stamp paper should be later than the date of publication of this NIT.

Bid Security @5% of total bid cost in shape of Payorder should be in favor of Director Finance, NEDUET. Bidding documents can be obtained and shall be submitted through EPADS as per above schedule. Bidders are requested to give their Best and Final Price as “No Negotiations” is permitted. Bidding Documents containing detailed terms and conditions are available at Websites <https://www.neduet.edu.pk> and <https://www.portalsindh.eprocure.gov.pk>. In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time and venue. NEDUET reserves the right to reject any bid or cancel the bidding process subject to relevant provision of SPP Rules 2010 (as amended).

Director Procurement
07/7/2025

Bids Submission Through EPADS only
Manual bids shall not be considered.



BID DOCUMENTS

**“Hiring of Janitorial/Sanitation Services at
NED University of Engineering & Technology.”**

PROCUREMENT CELL

Tender No. PC/NED/DWS/8489/2025

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NED UNIVERSITY OF ENGINEERING & TECHNOLOGY, KARACHI

JANITORIAL SERVICES

Date of submission tender : As notified in NIT
Date of opening tender : As Notified in NIT_____

SCOPE OF WORK

To provide “JANITORIAL SERVICES” on monthly charges basis to the NED UNIVERSITY OF ENGINEERING & TECHNOLOGY (NEDUET), Karachi.

TERM & CONDITIONS

1. Bids should be submitted in accordance with SPPRA Rules 46 (1) – Single Stage One Envelope Procedure:
2. The Procurement Committee in the presence of the bidders or their authorized representatives, who may like to be present, will open the bids.
3. The Bids shall be evaluated in accordance with the specified evaluation criteria.
4. In case of discrepancies between the Invitation for Bids (IFB) / Notice Inviting Tender (NIT) and the Bidding Documents, the Bidding Documents shall take precedence.
5. Any Bid not received as per terms and conditions of the Bid Documents is liable to be rejected. Offer shall not be considered if:
 - i. Bid received without original bid document.
 - ii. Bid received without prescribed Bid Security.
 - iii. Bid received after the time and date fixed for the bid opening.
 - iv. Unsigned Bid.
 - v. Ambiguous Bid.
 - vi. Conditional Bid.
 - vii. Bid from a firm blacklisted, suspended or removed from the approved list.
 - viii. Bid with shorter bid validity period.
 - ix. Bid not conforming to the technical requirements
6. The bidders are expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish complete information required in the bidding documents or to submit a bid not substantially responsive to the bidding documents may result in rejection.

7. The bid should have the following documents:
 1. Complete Original Bidding Documents.
 2. Complete Profile of the Bidder with legal status, organization structure and nature of business.
 3. Valid License for the relevant business (if applicable)
 4. List of similar services provided to Public Sector Organizations including details of the services currently in operation.
 5. Affidavit on (non-judicial stamp paper) of no litigation history, non-blacklisting, never indulge in any corrupt, fraudulent and collusive practices, also undertaking that the information and documents provided with are correct. The template is available at Page 17. The date of issuance of said stamp paper should be later than the date of publication of the NIT.
 6. Affidavit that the firm shall follow the relevant laws associated with the business e.g., minimum wage etc. as notified (time to time) by Government of Sindh. Successful Bidder shall submit quarterly report along-with requisite documents for compliance of such laws. Successful Bidder shall solely be responsible of all directly and indirectly consequences occur due to non-compliance of such laws.
 7. Last three years audited financial statements along-with last three years online income tax returns submitted to FBR and on the basis of these returns average turnover of one year should not be less than Rs 50 million per annum. Further, successful bidders shall depute workers registered with EOBI / SESSI for providing these services.
 8. Key professional staff qualification.
 9. Company Staff List with details of Workshop etc.
 10. Registration Certificates: Income Tax Certificate, SRB Certificate, Valid Professional Tax Certificate, EOBI Certificate and SESSI Certificate.
8. Bid will be valid for **90 days** from the date of opening bids. The bidders shall quote their prices inclusive of all applicable federal and provincial taxes and duties, logistic charges and materials etc. and all other expenses.
9. The tender must be free from erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it duly stamped, else the offer will not be entertained.

10. The rates should be written in figures as well as in words. Arithmetical errors will be rectified on this basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall be corrected. In case of discrepancy the price in words will be authenticated and final.
11. In case of emergency, additional staff shall be provided by the bidder.
12. Each offer will accompany pay order or bank draft of the 5% of the proposed bid as Bid Security in favor of Director Finance, NEDUET, Karachi. The Bid Security is refundable to unsuccessful bidders but will be confiscated in case the bidder backs out or fails to abide by any condition of the agreement.
13. Expenses including janitorial matters incurred on maintenance of premises as Janitorial Services shall be borne by the bidder.
14. Bidder will follow the disciplinary rules of the NEDUET.
15. NEDUET reserves the right for the physical verification of any item included in contract in content of Janitorial Services, prior to the opening of the bids.
16. Conditional Bids against the Rules / policy will not be considered / entertained / accepted.
17. The tendered rate should be inclusive of all applicable taxes to Federal & Provincial Govt. or local bodies and will be deducted from the bill of the bidder / suppliers.
18. Successful bidder will enter into agreement for providing requisite services for a period of Two (02) Years extendable with mutual consent starting from the date of signing of contract.
19. During the currency of the contract, the firm will provide JANITORIAL SERVICES as per terms and conditions, to be settled later on in the shape of contract agreement.
20. Bidder will depute full time supervisor and other adequate staff for carrying out the desired services round the clock, as per requirement mentioned in the bidding documents.
21. All cleaning material / chemicals / others used for Janitorial Services will be responsibility of the bidder.
22. Bidder will maintain the sufficient quantity of cleaning material / chemicals. Any damage due to use of detergent / chemicals will be the responsibility of the bidder and will be required to rectify.

23. All equipment and machinery used for Janitorial Services will be responsibility of the bidder including accessories and upkeep / maintenance of equipment and machinery.
24. Bidder will provide the Uniforms with identification of person on his own cost and expenses.
25. Bidder will be liable for and make good any loss or damage caused by any act or default on the part of his servant or employee to the said premises and / or NEDUET property on which decision of NEDUET will be final.
26. NEDUET reserves the right to increase / decrease or delete the quantities of goods / services at the time of award of contract and also reserves the right to enhance the quantity of goods / services without any change in unit price or other terms and conditions of goods at any time during contract period.
27. The successful bidders will have to deposit the performance security in the shape of a Pay Order / Demand Draft at 5% value of the contract amount. After the acceptance of the Bid, a work order may be issued during the bid validity period and if offer is not accepted by the Bidder, the Bid Security shall be forfeited by the procuring agency.
28. Bid Security will be released to the bidder after deposit of requisite performance security. The performance security will be released within 30 days after successful completion of contract period.
29. Bidders, whose bids are accepted, shall have to sign a written contract with the University on the judicial stamp paper. The Bidder shall pay Stamp Duty as specified in the schedule of Stamp Act - Sindh.
30. The Bidder shall quote the bids on the attached Price Schedules only, and shall sign the certificate given therein to the effect that the services shall be provided exactly in accordance with the requirements of the procuring agency. In case there is any deviation, it should be clearly stated by the Bidder separately, describing deviation from Specifications, otherwise it would be presumed that offer is strictly in accordance with the requirement and specifications.
31. Bidder should quote their firm and final rates only in PKR. Prices quoted by Bidder shall be fixed during the Bidder's Performance of the Contract and not subject to variation on any account.
32. Any conditional, ambiguous or incomplete offer in any respect shall be rejected. No supplementary or revised offer after the opening of bids shall be entertained.
33. The bidder shall liable to accept any further conditions introduced by the Government during the period of contract.

34. Payment of the bills will be subject to the deduction of mandatory government taxes/levies.
35. Bidder shall comply with all Pakistani Laws, other, permits, codes and regulations applicable to the bidder's performance of services.
36. The contract will be awarded to the most advantageous evaluated responsive bidder.
37. The firm / Contractor should submit attested photocopies of CNIC of their Janitorial Staff to Registrar, NEDUET. Procuring Agency (NED) may call police verification of staff of bidder, if requires.
38. The duty timing for Sanitation Services will be 08 hours i.e. From 08:00 AM to 04:00 PM, They will be deployed with consultation of Directorate of Services, NEDUET. A daily report will be submitted by the firm / contractor by 10:00 AM excluding weekly holidays.
39. Space will be provided by NEDUET for their control room with free utility services.
40. Deployment of male and female Janitorial/Cleaner staff will be made as per requirement of university, included allied campuses.
41. Contractor will follow all verbal/written instructions of Director Works & Services issued in connection with Sanitation\Janitorial Service.
42. Child Labor rules and basic human rights will not be violated by the Contractor. Age of Janitorial\Cleaner worker shall not be less than 18 years.
43. Contractor shall be bound to provide the sanctioned strength of Janitorial\Cleaner at all time even on holidays including Saturdays and Sundays if required by the University.
44. The Contractor will not be allowed to participate in any political/immoral/illegal activities in the premises of NEDUET, Karachi.
45. Contractor shall be responsible for personal hygienic of the Janitorial\Cleaner.
46. Redressal of Grievances & settlement of dispute will be as per SPPRA Rule-2010 (Amended – till date).
47. The Contractor shall be responsible to comply all necessary relevant laws e.g., EOBI, SESSI and minimum wages etc.,
48. That the contractor under this contract shall be providing service for a period of 2 Years (Two Years) from the date of its effectiveness and the said contract terms & conditions can be changed but with mutual consent.

BID DATA SHEET

The following specific data for the goods / services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB 1.1	Name of Procuring Agency: Office of The Deputy Director Procurement, NED University, Karachi. Tel # 99261261-68, (Ext: 2471), Fax: 99261255
ITB 1.1	Name of Contract: Hiring of Janitorial / Sanitation Services for NEDUET.
ITB 4.1	Postal Address: Director Procurement, Procurement Cell NED University of Engineering & Technology., Main University Road, Karachi. Phone No. + 92-21-99261261, Email: dp@neduet.edu.pk
ITB 6.1	Language of the bid shall be ENGLISH.
ITB 7.1	The price quoted shall be in Pakistani Rupee
ITB 7.2	The price shall be fixed during the contract period.
ITB 8.1	Amount of bid security shall not be less than 5% of the total bid price of two years (24 months).
ITB 9.1	Bid validity period shall be 90 days
ITB 13.1	Deadline for bid submission: Date: as notified in the NIT Time: as notified in the NIT
ITB 14.1	Date, Time and Place of Bid opening Date: as notified in the NIT Time: as notified in the NIT Place: office of DDP, Procurement Cell, NEDUET, Main University Road Karachi.
ITB 28.1	Amount of Performance Security shall not be less than 5% of the total contract value of two years (24 months).

Note: For any query and clarification about this tender, bidder may contact the Directorate of Works & Services of this University in working hours.

	<p>Other Terms & Conditions:</p> <ol style="list-style-type: none"> i. In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening. Bid shall be submitted / opened on next working day at the given time. ii. NEDUET may reject all or any bid subject to relevant provision of SPP Rules and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25(1) of said rules. iii. Incomplete, conditional and tender without required earnest money in the specified form/format shall be rejected. iv. Bidders are advised that before filling the bidding documents all pages of bidding documents should carefully be rechecked. If any page(s) / paper(s) of bidding documents are missing that can be downloaded from the official website of this University and SPPRA, and also can be obtained from the office of the DDP in Procurement Cell, NEDUET, Karachi. Bid(s) with incomplete bidding documents will straightaway be rejected. v. Bidders are required to provide their valid e-mail Ids and contact numbers (s) for effective and timely communication vi. All Bidding documents must be signed, named & stamped by authorized person of the firm/ Companies along with authorized letter. vii. Incomplete, conditional and tender without required bid security as specified in the bidding documents, shall be reject. Each page of bidding documents should be signed and stamped. viii. Contract Agreement and Integrity Pact both are mandatory for successful bidder. xi. Prescribed Sales Tax Invoice, payment of Stamp Duty at rate specified by Government of Sindh, Valid Professional Tax Certificate and Job Completion / Inspection Certificate duly issued by Indenting Department will be required for payment. However, withholding of all government Taxes shall apply as rates specified in relevant Government Schedule.
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Bidder

DETAILS OF SERVICES [with material]**1. FLOOR MAINTENANCE / HARD SURFACES**

- a) Sweep clean with dust mop
- b) Damp mop all surfaces
- c) Scrub cleans all area of high spoilage
- d) Damp mop and buff marble / tile surface
- e) Buff brush all polished surfaces
- f) Pre & Post Monsoon season roofs cleaning.

2. FLOOR MAINTENANCE / CARPETED SURFACE

- a) Vacuums clean all surfaces
- b) Spot clean marks and spillage

3. STAIRCASES / ELEVATORS

- a) Sweep and damp mop staircases / elevators
- b) Sweep and damp mop emergency staircases / elevators
- c) Spot clean marks and spillage on staircases.

4. JANITORIAL

- a) Empty all refuse bins
- b) Wash and clean all bins
- c) Sweep clean waste disposal area
- d) Remove all waste and refuse from the premises
- e) Dispose off all waste and refuse to designated location
- f) Brooming / Cleaning all areas including class rooms, offices, corridors, paved area, lawns etc.
- g) Washing and cleaning all bathrooms as per requirements.
- h) Inform the concern department if unforeseen in any place

5. WASTE DISPOSAL

- a) Empty all waste bins / receptacles
- b) Any useable item identified in dustbins concerned staff would be informed immediately before disposal
- c) Empty all refuse bins
- d) Wash and clean the bins / receptacles
- e) Replace plastic liners of the bins
- f) Sweep clean waste disposal area.

GENERAL REQUIREMENTS OF MATERIAL

All appropriate cleaning tools and sufficient material are required for better cleaning and up keep of the mentioned areas. Cleaning tools i.e., Hard & Soft Brooms, Mops, Mops Refill, Broom & Mop Sticks, Wipers, Commode Brushes, Commode Pumps, Dust Controller, Dusters, Scrappers, Dust Trays, Glass Cleaning Wipers. Cleaning materials i.e., Caroline Phenyl, Harpic, Liquid Soap, Vim Powder/Liquid, Scotch Brite, Toilet Tissue Rolls, Garbage Bags (Small & Large), Mortien sprays, Glint etc. Material will be the responsibility of the contractor.

ELIGIBILITY CRITERIA

- i. Proof of valid registration with, FBR, SRB, EOBI and SESSI.
- ii. Relevant at least 3 years' experience of providing services in janitorial / sanitation areas of work at Public Sector Universities.
- iii. Satisfactory service providing certificate(s) for previous work completed.
- iv. Last three years audited financial statements along-with last three years online income tax returns submitted to FBR and based on these returns average turnover of one year should not be less than Rs 50 million per annum.
- v. Valid "Professional Tax Certificate" issued from Government of Sindh.
- vi. Affidavit on (non-judicial stamp paper) of no litigation history, non-blacklisting, never indulge in any corrupt, fraudulent and collusive practices, also undertaking that the information and documents provided with are correct. The template is available at Page 18. The date of issuance of said stamp paper should be later than the date of publication of the NIT.

SELECTION CRITERIA

The Contract shall be awarded to eligible and most advantageous bidder.

FINANCIAL PROPOSAL PRICE SCHEDULE

S#	Particulars	Service Charges for each	Required Quantity	Total Monthly Service Charges	Total (Two) Years Services Charges
1.	2.	3.	4.	5. (3x4)	6.(5x2yrs.)
Supervisory Staff					
1.	Supervisors		2		
Janitorial Staff (Male + Female)					
2	Department of Civil Engg.		5		
3	Department of Urban & Infrastructure Engg.		2		
4	Department of Earthquake Engg.		2		
5	Department of Electrical Engg.		5		
6	Department of CIS (New Building)		2		
7	Department of Mechanical Engg.		4		
8	Department of Industrial Manufacturing Engg.		2		
9	Department of computer science & information Technology.,		2		
10	Department of Mathematics		1		
11	Department of Physics.		1		
12	Department of Chemistry.		1		
13	Department of Humanities.		2		
14	Department of Materials Engg.		2		
15	Department of Metallurgical Engg.		2		
16	Department of Chemical Engg.		2		
17	Department of Polymer & Petrochemical Engg.		2		
18	Engr. Abul Kalam Library		3		
19	Directorate of Planning & Projects		1		
20	Directorate of IT		1		
21	Old VC Secretariat		2		
22	Directorate of Students Affairs and industrial Liasion office		2		
23	Girls Common Room		2		
24	High Performance Computer Centre Building(HPPCC)		1		
25	All Security Check Posts, Main and Allied Roads with Gate.		5		
26	Department of Petroleum Engineering (Norwegian Center)		1		
27	Department of Economics and Management Sciences		1		
28	Department of Civil Engg. (new Extension)		2		
29	Department of Food Engg.		2		
30	Department of Architecture & Planning (City		2		

	Camps)				
31	Department of Biomedical Engg. (LEJ Campus)		2		
32	Girls Hostels (Directorate of Works & Services) All Blocks		3		
33	High Performance Computing Centre Building (HPRC) (New Building)		2		
34	Panjwani Hisaar Water Institute		1		
35	NED Masjid e Bait ul Mamoor		1		
36	NED Staff Colony		5		
Total Bid Cost:					

Note: Total Bid Cost should include all direct and indirect cost and materials and inclusive of all federal and provincial taxes and duties.

Signature with Stamp

CERTIFICATE

1. We guarantee to provide the requisite service exactly in accordance with the requirements / specification in the invitation to this tender.
2. We accept the terms and conditions of the contract as well as general provision applicable to Government contracts.

Signature: _____

Name: _____

C.N.I.C: _____

Designation: _____

Company Name: _____

Address: _____

Contact No.: _____

E-mail Address: _____

LIST OF DEPARTMENTS

S#	Particulars	Required Qty.
Supervisory Staff		
1.	Supervisors	2
Janitorial Staff (Male + Female)		
2	Department of Civil Engg.	5
3	Department of Urban & Infrastructure Engg.	2
4	Department of Earthquake Engg.	2
5	Department of Electrical Engg.	5
6	Department of CIS (New Building)	2
7	Department of Mechanical Engg.	4
8	Department of Industrial Manufacturing Engg.	2
9	Department of computer science & information Technology.,	2
10	Department of Mathematics	1
11	Department of Physics.	1
12	Department of Chemistry.	1
13	Department of Humanities.	2
14	Department of Materials Engg.	2
15	Department of Metallurgical Engg.	2
16	Department of Chemical Engg.	2
17	Department of Polymer & Petrochemical Engg.	2
18	Engr. Abul Kalam Library	3
19	Directorate of Planning & Projects	1
20	Directorate of IT	1
21	Old VC Secretariat	2
22	Directorate of Students Affairs and industrial Liasion office	2
23	Girls Common Room	2
24	High Performance Computer Centre Building(HPPCC)	1
25	All Security Check Posts, Main and Allied Roads with Gate.	5
26	Department of Petroleum Engineering (Norwegian Center)	1
27	Department of Economics and Management Sciences	1
28	Department of Civil Engg. (new Extension)	2
29	Department of Food Engg.	2
30	Department of Architecture & Planning (City Camps)	3
31	Department of Biomedical Engg. (LEJ Campus)	2
32	Girls Hostels (Directorate of Works & Services) All Blocks	3
33	High Performance Computing Centre Building (HPRC) (New Building)	2
34	Panjwani Hisaar Water Institute	1
35	NED Masjid e Bait ul Mamoor	1
36	NED Staff Colony	5
Total Numbers of Staff		79

Signature with Stamps

[The date of issuance of said stamp paper should be later than the date of publication of the NIT].

A F F I D A V I T

(Must be Printed on Rs. 100/- Stamp Paper)

I. _____ S/O _____ Muslim, adult Holding CNIC

No. _____ Resident of _____.

_____, do hereby declare on oath and solemnly as under: -

1. That I am the deponent of this affidavit and fully conversant with the facts mentioned herein.
2. That I am the Owner/Partner/Director of _____ situated at _____, Karachi.
3. That I hereby further declare on oath that my firm never remains black listed with any government authorities/office or in private sector or with any entity.
4. That my firm is not involve in any dispute, litigation or Arbitration with any person, with any department of Federal/ Provincial or City Government, Agencies, or Organization, in any court of Law. Further, I and my firm are never indulged in any corrupt, fraudulent and collusive practices
5. That our firm is Technically & Financially strong & capable to do the tendered work.

That whatever stated above is true and correct of the best of my knowledge and belief.

Karachi – Dated _____

DEPONENT

FORMAT OF BANK GUARANTEE FOR PERFORMANCE BOND

Bank Guarantee No.:

Dated of issue:

Valid upto: _____

Value (Rs.): _____

To: [Name & Address of the Procuring Agency]

Whereas **[Name of Bidder]** (hereinafter called "the Bidder") has undertaken, in pursuance of Contract No. **[number]** dated **[date]** to supply **[description of services]** (hereinafter called "the Contract").

And whereas it has been stipulated in the said Contract that the Bidder shall furnish to the NEDUET, Karachi with a Bank Guarantee by a scheduled bank for the sum of 2% of the total Contract amount as Security for compliance with the Bidder's performance obligations in accordance with the Contract.

And whereas we have agreed to provide a Guarantee: for the said Bidder

Therefore, we hereby unconditionally and irrevocably guarantee, on behalf of the Bidder, up to a total of **[Amount of the Guarantee in Words and Figures]** and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without requiring the NEDUET, Karachi to initiate action against the Bidder and without cavil or argument any sum or sums within the limits of **[Amount of Guarantee]** as aforesaid. The amount stated in the demand made under this guarantee shall be conclusive proof of the amount payable by the Guarantor under this guarantee.

The obligations of the Guarantor under this guarantee shall be valid for one month after the completion of contractual obligations by the Bidder to the NEDUET, Karachi for which this Guarantee is being given, and until all and any obligations and sums due have been paid in full.

Yours faithfully,

Name of the Bank: _____

Authorized officer's Signature & Seal: _____

Witness 1: _____

Witness 2: _____

Sworn & Sign before me

This day of

BIDDERS PROFILE / DETAILS

1.	Registered Company Name	
2.	Company Registration Number / Certificate	
3.	Date of Registration	
4.	National Tax Number	
5.	General Sales Tax Number	
6.	Sindh Sales Tax (SST) Number (SRB)	
7.	Registration Certificate with EOBI / SESSI	
8.	Years of Operation of Company after its Registration	
9.	Details of Staff to be assigned for the project	
10.	Bank Name and Branch	
11.	Bank Account Number	
12.	Additional Professional Registration Details (if any):	
13.	Physical address	
14.	Postal address	
15.	Telephone Number	
16.	Fax Number	
17.	E-mail address	
18.	Blacklisting / Complaint / Litigation against the firm (By any govt. or other org. if any)	
19.	Name & Address of the companies / subsidiaries and associated companies, if any, with whom there is collaboration or joint venture	
20.	List of Machinery / Equipment (To be utilized for the janitorial work)	
21.	Any other relevant detail	

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Contract Agreement

THIS AGREEMENT made the _____ day of _____ 2025 between *NED University of Engineering & Technology, Karachi*. (Hereinafter called “the Procuring agency”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., Procurement of _____ for _____, NEDUET, Karachi. has accepted a bid by the Supplier for the Hiring of Janitorial / Sanitation Services at Main Campus, NEDUET in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications.
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency’s Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of Hiring of Janitorial/Sanitation Services at NEDUET and the _____ remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written

Signed, sealed, delivered by _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: _____ Dated: _____
Contract Value: _____
Contract Title: _____

[Name of Supplier/Contractor/Consultant] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, **[Name of Supplier/ Contractor/ consultant]** represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

[Name of Supplier/Contractor/Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **[Name of Supplier/Contractor/Consultant]** agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Name of Supplier/Contractor/Consultant]** as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

[Procuring Agency]

[Supplier /Contractor/Consultant]



NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

DP/ NED/13

Date: 08.07. 2025




NOTIFICATION

With reference to this University Office Order No. DR(Estab)/(1193)Vol-II/6331, the Procurement Committee under Rule 7 of the Sindh Public Procurement Rules (as amended) comprising of the following Members has been constituted for Procurement of Goods / Works / Services as follows:

- | | |
|--|------------------|
| 1. Syed Ghazanfar Hussain
Registrar
NEDUET, Karachi | Convener |
| 2. Mr. Muhammad Mabroor Khan
Administrative Officer
Center for Excellence in Marine Biology
University of Karachi | Member |
| 3. Mr. Fawad Ul Hasan Kamran
Deputy Director Procurement
NEDUET, Karachi | Member/Secretary |

The TOR / functions / responsibilities of the aforesaid Procurement Committee will be in accordance with Rule-8 of SPP Rules. The tender will be opened at the office of Dy. Director Procurement.


Director Procurement
08/07/2025

Email:

- i. registrar@neduet.edu.pk
- ii. mabroork@hotmail.com
- iii. adfp2@neduet.edu.pk

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

No. DR (Estab)/(1003)/5730

Dated: 27/05/2016

OFFICE ORDER

In supersession of this office order No. DR (Estab)/(1003)/11418 dated 02-11-2015, the University Administration has constituted the Complaint Redressal Standing Committee comprising of the following officers to address complaints regarding all procurement issues in the University in pursuance of Clause 31(1) of the SPPRA rules:

- | | | |
|----|---|----------|
| 1. | Prof. Dr. Saad Ahmed Qazi
Dean (ECE) | Convener |
| 2. | Independent Professional from the relevant field | Member |
| 3. | Nominee of Accountant General Sindh | Member |


Ag-REGISTRAR/27/5/2016

To:

The Convener & all members

Copy for information to:

1. Dean (ECE)
2. Director Planning & Projects
3. Director Finance
4. Director, Procurement Cell
5. Ag. Resident Auditor

FOUNDED BY QUAID-I-AZAM MOHAMMAD ALI JINNAH



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OF ENGINEERING & TECHNOLOGY
Director
Procurement
PROCUREMENT CELL
University Road, Karachi-75270



Tel: 9926 1261 - 68 (Ext: 2291 & 2220) Fax: 9926 1255
Email: dp@neduet.edu.pk Website: <http://www.neduet.edu.pk>
No. PC/NED/DWS/Janitorial/8489/2025/13 Date: JULY 07, 2025

SAY NO TO CORRUPTION

NOTICE INVITING TENDER (EPAD)

NEDUET invites sealed bid on Single Stage One-Envelope procedure from well-reputed Firms registered with FBR, SRB, EOBI and SESSI to provide Janitorial / Sanitation Services at NEDUET to carry out following:

Hiring of Janitorial / Sanitation Services at NEDUET.			
Tender # PC/NED/DWS/Janitorial/8489/2025			
Issuance of Documents from	Last Date of Issuance of Tender Documents	Tenders Submission Deadline	Tenders Opening Date / Time
10.07.2025	29.07.2025	30.07.2025 10:00 am	30.07.2025 10:30 am

ELIGIBILITY CRITERIA:

- (i) Proof of valid registration with, FBR, SRB, EOBI and SESSI.
- (ii) At least 3 years relevant experience of providing services in janitorial / sanitation areas of work at Public Sector Universities.
- (iii) Satisfactory service providing certificate(s) for previous work completed.
- (iv) Last three years audited financial statements along-with last three years online income tax returns submitted to FBR and based on these returns average turnover of one year should not be less than Rs 50 million per annum.
- (v) Valid "Professional Tax Certificate" issued from Government of Sindh.
- (vi) Affidavit on (non-judicial stamp paper) of no litigation history, non-blacklisting, never indulge in any corrupt, fraudulent and collusive practices, also undertaking that the information and documents provided with are correct. The date of issuance of said stamp paper should be later than the date of publication of this NIT.

Bid Security @5% of total bid cost in shape of Payorder should be in favor of Director Finance, NEDUET. Bidding documents can be obtained and shall be submitted through EPADS as per above schedule. Bidders are requested to give their Best and Final Price as "No Negotiations" is permitted. Bidding Documents containing detailed terms and conditions are available at Websites <https://www.neduet.edu.pk> and <https://www.portalsindh.eprocure.gov.pk>. In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time and venue. NEDUET reserves the right to reject any bid or cancel the bidding process subject to relevant provision of SPP Rules 2010 (as amended).

Director Procurement

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پاکستان کے سب سے زیادہ پڑھنے والی اخبار

ABC CERTIFIED

THE DAILY JANG KARACHI

جنگ

بانی: میر ظلیل الرحمن

منگل 12 محرم الحرام 1447ھ 8 جولائی 2025ء

جسٹس 184

جسٹس 89

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SAY NO TO CORRUPTION

نوٹس برائے طلبی ٹینڈر
(EPAD)

NEDUET کو مندرجہ ذیل کام کے لئے ٹینڈرنگس، سٹریٹس اور سٹورج ہاؤس (جہاں لاگو ہو) سے رہنمائی فرمز سے منسلک اسٹیج ایک ٹھانے کے طریقہ کار کے تحت سہ ماہی پیشکشیں مطلوب ہیں۔

Hiring of Janitorial / Sanitation Services at NEDUET.

Tender # PC/NED/DWS/Janitorial/8489/2025

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اہلیت کا معیار

(i) ایف بی آر مائیس آرمی، مای اونی آئی اور سی سی میں درست رجسٹریشن کا ثبوت۔

(ii) پبلک سیکٹر نیو ریشیز میں مقامی کے شعبہ میں کم از کم 3 سال کا متعلقہ تجربہ۔

(iii) پچھلے کاموں کے لیے اطمینان بخش سروس کی سندیں (سرٹیفیکٹس)۔

(iv) گزشتہ تین سالوں کے آڈٹ شدہ مالیاتی گوشوارے بشمول ٹیکس ریٹرنز، جو ایف بی آر کو جمع کرائے گئے ہوں اور ان ریٹرنز کی بنیاد پر گزشتہ کسی ایک سال کی سالانہ آمدنی 50 ملین روپے سے کم نہ ہو۔

(v) حکومت سندھ کی طرف سے جاری کردہ درست مہر و فیش ٹیکس سرٹیفیکٹ۔

(vi) ایف بی آر (ٹان) - جیو ڈیٹیل اسٹاپ بھیجے کہ فرم کسی بھی غیر قانونی، بدعنوان یا کرپٹ طریقہ کار میں ملوث نہیں ہے اور فراہم کردہ تمام معلومات درست ہیں۔

اسٹاپ بھیجے کی تاریخ نوٹس کی اشاعت کی تاریخ کے بعد کی ہونی چاہئے۔

بیلنس ریٹ ٹینڈر کی کل قیمت کا 5% بطور بیلنس ریٹ، ڈائریکٹریٹس، NEDUET کے حق میں بے آر ڈر کی شکل میں جمع کروایا جائے۔ پوری دہندگان کو چاہت کی جاتی ہے کہ وہ بولی میں "کوئی مذاکرات نہیں" (No Negotiation) کی نشاندہی نہ کریں۔

تمام شرائط و ضوابط EPADS کی ویب سائٹ <https://www.neduet.edu.pk> اور <https://portalsindh.eprocure.gov.pk> یا دفتر ڈائریکٹر پراکوریٹ سے حاصل کیے جاسکتے ہیں۔ کسی بھی غیر متعلقہ صورتحال یا سرکاری تھکیل کے نتیجے میں تمام بولیاں کام کے اگلے دن مقررہ وقت اور مقام پر جمع کرائی جائیں گی اور بحولی جائیں گی۔

NEDUET کو پین حاصل ہے کہ وہ کسی بھی بولیاں کو مسترد کر دے بغیر کسی وجہ بتائے، جیسا کہ SPP قواعد 2010 (ترمیم شدہ) کے تحت دیا گیا ہے۔

ڈائریکٹر پراکوریٹ

روزاني عوامي آواز

سال 36 - شمارو 183 | اڱارو 8 جولاءِ 2025 ع 12 محرم الحرام 1447ھ | صفحا 08 - قيمت 40 روپيا



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SAY NO TO CORRUPTION

ٽينڊر گھرائڻ لاءِ نوٽيس (EPAD)

NEDUET کي هيٺ ڏنل ڪم جي لاءِ انڪم ٽيڪس، سيلز ٽيڪس ۽ سنڌ روينيو بورڊ (جتي لاڳو ٿيندو هجي) وٽ رجسٽرڊ فرمزاڪان سنگل اسٽيج هڪ لفافي جي طريقيڪار تي مهربند واک گهريل آهن.

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اهليت جو معيار:

- ايف بي آر، ايس آر بي، اي او بي آءِ ۽ سي سي ۽ درست رجسٽريشن جو ثبوت.
- پبلڪ سيڪٽر يونيورسٽيز ۾ صفائي جي شعبي ۾ گهٽ ۾ گهٽ 3 سال جو لاڳاپيل تجربو.
- گذريل ڪمن جي لاءِ اطمینان بخش سروس سندن (سرٽيفڪيٽس).
- گذريل ٽن سالن جا آڊٽ شدہ مالياتي گوشوارا، بشمول انڪم ٽيڪس ريترنز، جيڪي ايف بي آر کي جمع ڪرايا ويا هجن ۽ ان ريترنز جي بنياد تي گذريل ڪنهن هڪ سال جي سالياني آمدني 50 ملين روپين کان گهٽ نه هجي.
- حڪومت سنڌ پاران جاري ڪيل درست "پروفیشنل ٽيڪس سرٽيفڪيٽ".
- ايفيڊيٽ (نان جوڊيشل اسٽامپ پيپر تي) تہ فرم ڪنهن به غير قانوني، بدعنوان يا ڪرپٽ طريقيڪار ۾ ملوث نه آهي ۽ فراهم ڪيل معلومات درست آهن. اسٽامپ پيپر جي تاريخ نوٽيس جي اشاعت جي تاريخ کانپوءِ جي هجڻ گهرجي.

بد سڪيورٽي ٽينڊر جي ڪل قيمت جو 5% بطور بد سڪيورٽي، ڊائريڪٽر فنانس، NEDUET جي حق ۾ ڀري آرڊر جي صورت ۾ جمع ڪرايو وڃي. واک ڏيندڙن کي هدايت ڪئي ٿي وڃي تہ اهي واک ۾ "ڪو مذاڪرات نه" (No Negotiation) جي شق کي ملحوظ خاطر رکڻ.

سمورا شرط ۽ ضابطو EPADS جي ويب سائيٽ <https://portalsindh.eprocure.gov.pk> يا دفتر ڊائريڪٽر پروڪيورمينٽ وٽان حاصل ڪري سگهجن ٿا. ڪنهن به غير متوقع صورتحال يا سرڪاري تعطيل جي نتيجي ۾ سمورا واک ڪم جي اڳئين ڏينهن مقرر ڪيل وقت ۽ هنڌ تي جمع ڪرايا ويندا ۽ ڪوليا ويندا. NEDUET کي اهو حق حاصل آهي تہ هو ڪنهن به يا مڙني واکن کي بنا ڪو سبب ڄاڻائڻ جي رد ڪري ڇڏي، جيئن SPP قاعدا 2010 (ترميم شدہ) جي تحت ڏنو ويو آهي.

ڊائريڪٽر پروڪيورمينٽ