

# DAANISH SCHOOL (BOYS & GIRLS)

Hasilpur

DISTRICT Bahawalpur



## BIDDING DOCUMENT For Laundry Services

UNDER TENDER ENQUIRY NO. \_\_\_\_\_

AT CONSIGNEE'S END

Date of Opening. **Wednesday, November 14<sup>th</sup>, 2018**

Time of Receipt. **11:00 A.M.**

Venue: **Daanish School (Boys & Girls) Hasilpur**

Delivery Period. **As per agreement deed to be executed**

**Contact:**

**Daanish School (Boys & Girls) Hasilpur, District Bahawalpur  
Contact No. Boys School 0622733980, girls School 0622733998**

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# **INVITATION TO BID**

**DAANISH SCHOOLS (BOYS AND GIRLS) HASILPUR, DISTRICT BAHAWALPUR.**

## **NOTICE FOR INVITING BIDS**

Sealed bids based on item wise rates are invited on single stage two envelope procedures from registered firms / contractor for provision of laundry service for Daanish School (Boys & Girls) Hasilpur, District Bahawalpur

<b>Name of Assignment/Quantity</b>
<b><u>Washing of Laundry Items</u></b> Successful Bidder will be required to tender for washing laundry items at above mentioned locations. Specifications and quantities are spelled out in Bidding Document. Bid security does not exceed the 5% of estimated price to amounting Rs. <b>68,303/-</b>

The intending bidders are advised to submit their profiles including technical proposals and financial bids in separately sealed envelopes. The financial bids of only those bidders who qualify the **Technical Evaluation** will be opened on the date as mentioned in the bidding document. The Financial bids of unqualified bidders shall be returned unopened. Pre- bid Meeting regarding laundry tender will be held on **Thursday November 8<sup>th</sup>,2018**

The bidding documents containing detailed specifications for above mentioned item can be downloaded from the PPRA website ([www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)) and PDS-CE Authority website ([www.daanishschools.edu.pk](http://www.daanishschools.edu.pk)). The document can also be purchased from Daanish School (Boys & Girls) Hasilpur, District Bahawalpur before 11:00 am up to **Wednesday November 14<sup>th</sup>, 2018** for **Rs. 500/-**. The contractor who will download the document from above mentioned websites will submit the said bids fee at daanish school boys hasilpur.

The completed bids along with CDR/DD not Exceeding 5% should reach by **Wednesday November 14<sup>th</sup>, 2018** up to **11:00 am** to Daanish School (Boys & Girls) Hasilpur, District Bahawalpur. The technical bids will be opened on the same **Wednesday November 14<sup>th</sup>, 2018** at 11:30 am.

Ph: +92-62-2733980 (Boys) & +92-62-2733998 (Girls)

**Principal, Daanish Schools (Boys & Girls) Hasilpur**  
**Contact Nos 0622733990-0622733980**

## 1. INVITATION OF BIDS

Daanish School (Boys & Girls) Hasilpur, District Bahawalpur (**the procuring agency**) invites sealed bids for the procurement of **Laundry Services** for 1460 Students (730 Boys & 730 Girls) during financial year (2018 - 2019) from registered firms / Laundry service providers, having previous experience, financially sound and registered with the Sales Tax and Income Tax Departments.

## 2. ITEMS AND QUANTITY

Laundry items, estimated quantity, price and specification / quality of work are mentioned, in the “**LIST OF LAUNDRY ITEMS**” at **Annex A**. Laundry work will be done at the School. The bids should be given item wise inclusive of all taxes/duties/charges. The bid should be submitted on the prescribed “**BID FORM**” at **Annex B**.

## 3. BID SECURITY / EARNEST MONEY

Tenders / Bids must be accompanied with Bid Security / Earnest Money in form of only CDR/DD in the favor Daanish School (Boys) Hasilpur, District Bahawalpur, at the rate does not exceed 5% of the total estimated value of work for which the tenderer / bidder is giving bid. Amount of bid security / earnest money is mentioned in the List of Laundry Items.

## 4. BIDDING PROCEDURE

- a. All tenderers must submit their bids in accordance with “**Single Stage-Two Envelope Procedure**” of Punjab Procurement Rules 2014 vide clause 38(2), detail asunder: -
  - (i) the bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;
  - (ii) the envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**”;
  - (iii) in the first instance, the “Technical Proposal” shall be opened and the envelope marked as
  
- b. “**Financial Proposal**” shall be retained unopened in the custody of the procuring agency i.e. Daanish School.
  - (i) the procuring agency shall evaluate the technical proposal as per criteria mentioned in “**Technical Evaluation Sheet**” at **Annex C**, without reference to

the price and shall reject any proposal which does not confirm to the specified requirements;

- (ii) during the technical evaluation no amendments in the technical proposal shall be permitted;
- (iii) after the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted bids, publicly at a time, date and venue announced and communicated to the bidders in advance, within the bid validity period;
- (iv) the financial bids found technically non- responsive shall be returned un-opened to the respective bidders.
- (v) lowest evaluated bid for entire services shall be accepted;
- (vi) Procuring agency reserves the right to reject all bids in accordance with Punjab Procurement Rules - 2014.

## **5. TERMS AND CONDITIONS**

Any offer not received as per instructions, terms & conditions of the tender notice/bidding documents is liable to be ignored. No offer shall be considered if: -

- a. Received without Bid Security / Earnest Money does not exceed 5% of estimated amount mentioned in List of Laundry Items, in the form of only CDR/DD in favor of Daanish School (Boys) Hasilpur, District Bahawalpur
- b. Received after fixed date and time.
- c. The tender/bidding documents are unsigned.
- d. Purchase receipt of bid document is not enclosed in technical proposal.
- e. The offer is ambiguous.
- f. The offer is conditional.
- g. The offer is from a black listed firm/ suspended by the Government.
- h. Unregistered/manufacturing firms having no experience, not financially sound and not registered with the Sales Tax and Income Tax Departments.
- i. The offer received is of a shorter validity than required in the tender enquiry.
- j. The offer is for the work not conforming of specifications indicated in the bidding documents.
- k. Offer for laundry of any item is missing.

**6. TENDER OPENING**

Sealed tenders/bids will be opened on the given date and time by tender committee in the presence of bidders or their duly authorized representatives.

**7. BID VALIDITY**

Bid will be valid for 90 days from bid opening date.

**8. QUALITY**

Contractor shall adopt neat and clean laundry and delivery procedures, shall use A grade detergents and good quality machinery as well as shall employ experienced and trained staff. During the contract period, the quality of work will be examined regularly. In case of any difference in the quality of work as per quality standards, special instructions and contract deed, the contractor will repeat the work as per instructions, at the cost, borne by himself.

In case of lost /missing of item or any damage (color, fabric, stitching, etc.) to the items, the contractor will replace the item with new or will pay the price of the damaged, missing item as per decision of procuring agency. Moreover, in case of repeated complaint of damage or missing of items, the contractor may be charged penalty in addition to replacement / payment of price. The amount on account of price of items or penalty may be deducted from monthly bill.

**9. WORK EXECUTION PROCEDURE**

Contractor will have to execute the work during the contract period (financial year 2018 - 2019) as per Demand. Procuring Agency, Daanish School (Boys and Girls) Hasilpur, District Bahawalpur will issue demand as per requirement during the period of contractor after the commencement of Daanish School (Boys & Girls) Hasilpur, District Bahawalpur. Contractor will complete each placed order of Laundry work within given time. Receiving of items from specified points and delivery at same point will be the responsibility of contractor.

Failing which will render him liable to be proceeded against as per terms and conditions of agreement.

**10. RENT OF PREMISES**

The procuring agency shall provide space for Laundry operations, for which, the contractor will pay the rent of Rs. 5000/- per month.

**11. ELECTRICITY BILL**

Contractor will pay the Electricity bill as per actual usage / units consumed.

**12. WATER BILL**

Water bill of Rs.1000/- per month will be paid by the contractor.

**13. Machinery**

The procuring agency shall provide Washing Machinery for Laundry operations.

#### **14. PAYMENT**

The payment will be made on monthly basis through cross cheque after the successful execution of work during previous month and after deduction of all utility bills, penalties and other payable amounts by contractor.

#### **15. DEDUCTION OF TAXES**

Taxes will be deducted from all the payments as per Government rules on the Government prevailing rates. In case of any changes in the rate of taxes during the period of agreement, by the Government, the same will be implemented by Daanish School Hasilpur district Bahawalpur as per Government instructions. However, in case of any exemption the contractor will provide valid certificate.

#### **16. PERFORMANCE GUARANTEE**

The successful bidders will have to deposit performance guarantee 5% of contract price. Performance guarantee shall be returned after successful completion of contract i.e. fulfillment of all terms and conditions of the tender and the contract. In case of any breach, or fails to fulfill any of the terms and conditions of the tender and or of contract, the performance guarantee shall be forfeited

#### **17. CLOSING OF CONTRACT**

Except for defect liability by the contractor, as specified in the conditions of contract, performance of the contract shall be deemed close on the issue of overall completion certificate or taking over certificate which shall be issued within thirty days of completion of contract, or receiving the deliverables enabling the contractor to submit final bill.

In case of defect liability, defect liability certificate shall be issued within thirty days of the expiry of the said period enabling the contractor to submit the final bill, except for unsettled claims, which shall be settled through resolution of dispute mechanism provided in the contract.

#### **18. DISPUTE RESOLUTION / REDRESSAL OF GRIEVANCE**

In case of any dispute arise out of tender /contract, Chief Executive Office / Managing Director, Punjab Daanish Schools and Centers of Excellence Authority will be the Sole Arbitrator and his decision will be binding to all, as well as his decision cannot be challenged in any court of Law.

**19. ACCEPTANCE / REJECTION**

Procuring Agency, Daanish School (Boys and Girls) Hasilpur, District Bahawalpur reserves the right to accept and reject any or all bids at any time prior to the acceptance of a bid in the light of Punjab Procurement Rules, 2014.

The procuring agency reserves the right to purchase full or part of the Laundry services or cancel the tender in the light of Punjab Procurement Rules, 2014.



## **GENERAL INSTRUCTIONS**

1. Tenderers shall bid the laundry rates of all items. In case of missing rate of any item, that bid will be rejected. Bids will be evaluated on overall / total amount of entire work.
2. Original purchased bidding document signed on each page, cash receipt (in-original) or photocopy having purchased the tender form must accompany with the offer.
3. Tenderers should quote their firms final rates both in words and figures.
4. An affidavit should be provided by the tenderers that their firm has never been blacklisted by any Government Department.
5. The tenderers are required to examine the bidding documents/tender notice, including all instructions, terms & conditions, specifications etc. Failure to furnish all information/documents or submission of a bid not substantially responsive to the bidding documents/tender notice in every respect would result in the rejection of the bid.
6. Tenderers shall submit complete details of their firm, offices, and workplaces, Staff along with postal address, Phones/Fax numbers, E-mail and Website information.
7. Tenderers shall give evidences of their business /firm/Registrations/ licenses/ experience/ Tax detail / bank statements with complete relevant / valid documents attached.
8. Tenderers should specifically indicate their rates. Any erasing/cutting/crossing etc. appearing in the offer must be properly signed by the persons signing the tender. Offer with any overwriting shall in no circumstances be accepted.
9. The prices quoted by tenderers should be inclusive of all types of rates, taxes, packing, forwarding, transportation charges etc. from the point of receiving and to the point of delivery.
10. The successful tenderers shall deposit 5% as Performance Guarantee of contract price in the form of only CDR/DD in the favor of "**Security account Daanish School (Boys) Hasilpur**", within the period specified in Advance Acceptance of Tender. Security shall be refunded on successful completion of the contract after issue of No Objection certificates (NOCs) from the procuring agency.
11. Tenderers will provide an affidavit that they will follow all terms and conditions mentioned in this bidding document and all documents required have been attached herewith and no information is kept hidden or misquoted.
12. Procuring Agency, Daanish School (Boys and Girls) Hasilpur, District Bahawalpur will issue purchase orders / work orders as per requirement during the period of contractor after the commencement of Daanish School (Boys & Girls) Hasilpur, District Bahawalpur.

## **SPECIAL INSTRUCTIONS**

- 1 The contractor shall ensure that the quality of washing of cloths & its ironing is to be the entire satisfaction of the procuring agency / in charge from where the clothes are collected. The contractor shall use his own machinery and Equipment for the execution of contract which shall be installed in school premises.
- 2 Certificate should be given by the contractor that he will be responsible for the free execution of work at his own risk and cost if the same is found substandard and or at variance with the specification given in the bidding documents.  
Contractor will abide by all the rules and instructions of Procuring agency during contract period.
- 3 The contractor shall provide complete information of the persons deployed by him i.e. names; father's name, CNIC, age, residential address, and permanent address. Contractor will give detail of his workers with police verification certificates.
- 4 Contractor will be responsible of his workers in all matters. Contractor will be answerable for any misconduct, untoward incident, and violation of rules, committed by his workers.
- 5 Contractor will ensure all the security and safety measures of his work area, operations and workers. In case of any violation or untoward incident contractor will be responsible.
- 6 Contractor will ensure cleanliness of his operational area in the light of all SOPs including Dengue prevention SOP.
- 7 Procuring agency will allow workers to work after security clearance and medical checkup. No worker will be allowed to work in case any adverse report.
- 8 Contractor will only interact with nominated person / staff members of School. Interaction of contractor or his workers with students or irrelevant persons will be intolerable and may result in penalty or discontinuation of contract.
- 9 Contractor will settle all his personal disputes / litigations / conflicts at his own without involving procuring agency or its premises. Violation may result in termination of contract.
- 10 If contractor will terminate the contract before the completion of contract, performance guarantee will be forfeited.
- 11 The contractor shall present the bills / charges regularly for payment on monthly basis after getting the same verified by in charge so authorized to verify the quality of work.
- 12 Procuring Agency Daanish Schools (Boys & Girls) Hasilpur, Bahawalpur reserves the right to reject all bids in accordance with the Punjab Procurement Rules-2014.
- 13 Any other information/ details required, in this connection, may be acquired from the Admin Office, Daanish Schools Hasilpur on any working day during office hours.
- 14 The tenders must be received in the office of procuring agency, Daanish Schools (Boys & Girls) Tehsil Hasilpur, and District Bahawalpur on **Wednesday November 14<sup>th</sup>, 2018** at 11:00 hours. Bids will be opened at 11:30 hours on the same date in the presence of tender Committee and representatives of the firms/suppliers.

**CONTRACT AGREEMENT**

(On stamp paper value Rs 500)

This CONTRACT AGREEMENT (this "Contract") made as of the [day] of [month], [year], between [Daanish Schools (Boys & Girls) Hasilpur] (the "Purchaser"), on the one part, and [full legal name of Contractor & Address], on the other part severally liable to the Purchaser for all of the Contractor's obligations under this Contract and is deemed to be included in any reference to the term "the Contractor" for procurement of [ Items].

**RECITALS**

WHEREAS,

- (a) The Purchase has requested the Contractor to provide certain supply of Goods as described in Tender Document; and
- (b) The Contractor, have represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such items on the terms and conditions set forth in this Contract.

NOW THEREFORE, the Parties to this Contract agree as follows:

1. The Contractor hereby covenants with the Purchaser to supply the items and to remedy damage therein, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Purchaser to the Contractor.
2. The Purchaser hereby covenants with the Contractor to pay the Contractor, the Contract Price as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of supply of the Goods and remedying of damage therein.
3. Bid document, Technical and financial bids, Acceptance letter & award notification and work order and minutes of pre-bid meeting shall be deemed to form and be read and construed as part of this Contract.

IN WITNESS whereof the Parties hereto have caused this Contract to be executed in accordance with the laws of Pakistan as of the day, month and year first indicated above.

**[For Daanish School (Boys & Girls) Hasilpur]**

For **[full legal name of the Contractor]**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Designation \_\_\_\_\_

**WITNESSES**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

CNIC \_\_\_\_\_

CNIC \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

## DAANISH SCHOOL (BOYS &amp; GIRLS) HASILPUR

## LIST OF LAUNDRY ITEMS

Total Number of Students: 1460 (Boys &amp; Girls)

Sr #	Items	Est. Qty (Boys)	Est. Qty (Girls)	Total Est. Qty	Estimated Rate/ Price per unit Inclusive of all Taxes & Charges	Total Amount(Rs.)	Remarks
1	Qameez	26,280	46,272	72,552	10	725,520	
2	Shalwar	26,280	46,272	72,552	10	725,520	
3	Pents	26,280	-	26,280	10	262,800	
4	Shirt	26,280	-	26,280	10	262,800	
5	T-Shirt	6,570	2,124	8,694	8	69,552	
6	Dupata	-	46,272	46,272	9	416,448	
7	Bed Sheet	6,570	7,230	13,800	10	138,000	
8	Shorts	6,570	-	6,570	3	19,710	
9	Towel	6,570	7,230	13,800	8	110,400	
10	Vest	-	-	-	2	-	
11	Pillow Case	6,570	7,230	13,800	6	82,800	
12	Underwear	-	-	-	2	-	
13	Trouser	6,570	7,230	13,800	8	110,400	
14	Uniform Press	26,280	15,800	42,080	5	210,400	
15	Blanket	-	-	-	0	-	
16	Track Suit	6,570	1,446	8,016	12	96,192	
17	Jacket	6,570	-	6,570	8	52,560	
18	Blazer	730	-	730	20	14,600	
19	Window Curtain (Large)	100	100	200	19	3,800	
20	Window Curtain (Small)	100	100	200	9	1,800	
21	Sweater (Full Sleeve)	730	723	1,453	14	20,342	
22	Sweater (Half Sleeve)	730	723	1,453	8	11,624	
23	Quit Cover	-	-	-	7	-	
24	Quilt	730	723	1,453	25	36,325	
25	Skirting	-	-	-	1	-	
26	Napkin	-	-	-	0.5	-	
27	White Cover Sheet (Small)	-	7,230	7,230	1	7,230	
28	Apron	-	-	-	1	-	
29	Mess Uniform	-	-	-	4	-	
30	Table Cloth	-	-	-	2	-	
31	Gadda	730	723	1,453	25	36,325	
<b>Total Amount</b>						<b>3,415,141</b>	
<b>Bid Security not Exceeding 5 %</b>						<b>68,303</b>	

**PRINTED ON LETTER HEAD OF BIDDER WITH DETAIL ADDRESS AND CONTACT NUMBERS**

BID FORM (Financial Bid / Proposal)

**QUOTED RATES**

Below quoted rates are as per specifications mentioned in Bid Documents inclusive of all taxes/duties/charges /packing/freight /loading/unloading/lab testing with delivery of all items at Schools Stores.

Sr#	Items	Est. Qty (Boys)	Est. Qty (Girls)	Total Est. Qty	Estimated Rate/ Price per unit Inclusive of all Taxes & Charges	Total Amount(Rs.)	Remarks
1	Qameez	26,280	46,272	72,552			
2	Shalwar	26,280	46,272	72,552			
3	Pents	26,280	-	26,280			
4	Shirt	26,280	-	26,280			
5	T-Shirt	6,570	2,124	8,694			
6	Dupata	-	46,272	46,272			
7	Bed Sheet	6,570	7,230	13,800			
8	Shorts	6,570	-	6,570			
9	Towel	6,570	7,230	13,800			
10	Vest	-	-	-			
11	Pillow Case	6,570	7,230	13,800			
12	Underwear	-	-	-			
13	Trouser	6,570	7,230	13,800			
14	Uniform Press	26,280	15,800	42,080			
15	Blanket	-	-	-			
16	Track Suit	6,570	1,446	8,016			
17	Jacket	6,570	-	6,570			
18	Blazer	730		730			
19	Window Curtain (Large)	100	100	200			
20	Window Curtain (Small)	100	100	200			
21	Sweater (Full Sleeve)	730	723	1,453			
22	Sweater (Half Sleeve)	730	723	1,453			
23	Quit Cover	-	-	-			
24	Quilt	730	723	1,453			
25	Skirting	-	-	-			
26	Napkin	-	-	-			
27	White Cover Sheet (Small)	-	7,230	7,230			
28	Apron	-	-	-			
29	Mess Uniform	-	-	-			
30	Table Cloth	-	-	-			
31	Gadda	730	723	1,453			

**UNDERTAKING**

I have read the terms and conditions of the laundry services Contract and I hereby undertake that I shall abide by the terms & Conditions.

I also abide by the decision of the laundry tender committee in all the matters including the award of laundry services contact.

Dated: \_\_\_\_\_

Signature with Stamp

**PRINTED LETTER HEAD WITH DETAIL ADDRESS AND CONTACT NUMBERS****BID FORM**

(Technical Bid / Proposal)

Name of Firm: \_\_\_\_\_

Proprietor Ship: \_\_\_\_\_ (Sole / Partnership)

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

Owner/s Name/s: \_\_\_\_\_, \_\_\_\_\_

CNIC No/s: \_\_\_\_\_, \_\_\_\_\_

Registered Under Law: \_\_\_\_\_ (Yes / No) Authority: \_\_\_\_\_

Registration No : \_\_\_\_\_

Tax Registered: \_\_\_\_\_ (Yes / No)

NTN No: \_\_\_\_\_

Status: \_\_\_\_\_ (Active / In active)

Blacklisted: \_\_\_\_\_ (Yes / No ) Defaulter: \_\_\_\_\_ (Yes / No)

Under litigation: \_\_\_\_\_ (Yes / No) Convicted: \_\_\_\_\_ (Yes / No)

Security Clearance: \_\_\_\_\_ (Yes / No)

Experience Staff: \_\_\_\_\_ (Yes / No) Number \_\_\_\_\_

Note: Attach verified valid /relevant documents as evidence of all information.

**Declaration:**

I / we \_\_\_\_\_ solemnly declare that the above mentioned information and evidences provided are correct and genuine. In case of any discrepancy I /we will be responsible in all respects. In such a case any decision made by procuring agency, Daanish School (Boys & Girls) Hasilpur, District Bahawalpur will be acceptable.

Dated: \_\_\_\_\_

Signature With stamp

## Marking criteria

Criteria/ Marks	Experience (Years)  25 Marks	Tax Payer for No of Years  25 Marks	Amount of Tax Paid  25 Marks	Bank Account Maintenance Certificate issued by Bank 25 Marks (Duly verified Bank statement of last financial year must also be attached)	Total Marks 100
Description/	5 Yrs - 25 Marks 4 Yrs - 20 Marks 3 Yrs - 15 Marks 2 Yrs - 10 Marks 1 Yr - 5Marks Less than 1 year – 0 marks	5 Yrs - 25 Marks 4 Yrs - 20 Marks 3 Yrs - 15 Marks 2 Yrs - 10 Marks 1 Yr - 5Marks Less than 1 year – 0 marks	200000 - 25 Marks 160000 - 20 Marks 120000 - 15 Marks 80000 - 10 Marks 40000 - 5Marks Less than 40000 – 0 marks	5Yrs - 25 Marks 4 Yrs - 20 Marks 3 Yrs - 15 Marks 2 Yrs - 10 Marks 1 Yr - 5Marks Less than 1 year – 0 marks	
Obtain Marks					

Qualifying Marks – 60 %



## **CERTIFICATE**

- 1- I / We hereby confirm to have read carefully the description of all the terms & conditions as well as special Instructions of your bidding documents/tender notice no. \_\_\_\_\_ Due for opening on \_\_\_\_\_ for the provision of laundry services and agree to abide by all these instructions/ terms & conditions.
- 2- I / We also hereby categorically confirm that the services offered by us are exactly according to the particulars and specification as laid down in the bidding documents in all respects.
- 3- I / We accept that if the required Bid Security /Earnest Money is not furnished or our offer is found lacking in any of the requirement of tender notice/bidding documents, it may be ignored.
- 4- I / We hereby confirm and adhere to the frequency of services required in the tender notice which would be the essence of the contract and which will strictly adhered by us.
- 5- I / We also hereby confirm that the services will be provided as per tender specifications and in case of failure, the procuring agency reserves the rights to forfeit our security including black listing the firm.
- 6- I / We confirm that my / our firm has never been black listed.
- 7- I / We confirm that all the documents required have been attached here with and no information is kept hidden or misquoted.

Name of Firm /Contractor: \_\_\_\_\_

Signature of Contractor: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal: \_\_\_\_\_

**Witness:**

a). Name: \_\_\_\_\_ Signature. \_\_\_\_\_

b). Full address: \_\_\_\_\_

c). CNIC #: \_\_\_\_\_