

EVALUATION CRITERIA FOR FINANCIAL BID

Sr. #	Post	Qualification/ Experience	Age Limit	Per Month Salary (A)	Commission of Service Provided (%) (B)	Govt Taxes Per Month Salary (C)	Grand Total Salary Per Month (A+B+C)	Total Posts (D)	Per Year Salary (A*D)
1.									
2.									
3.									
4.									
5.									
6.									
7.									
Consolidated Salary for all Posts									
Service Tax									
Grand Total									

The monthly salary is inclusive of all statutory obligations, compliance of which is mandatory or agency/tendered. Employer’s contribution, wherever applicable shall be borne by service provider. The National CERT, reserves the right to reduce or enhance the manpower as per its requirement.

Reference: ADMIN: ISB : 4.16

Annexure-B
Sheet-I

FINANCIAL BID
SCHEDULE OF REQUIREMENT

ITEM NO	DESCRIPTION OF WORK	UNIT	QUANTITY (NOS.)	RATE PER UNIT	TOTAL AMOUNT Rs.
1	Duty hours from Monday to Saturday 7AM – 4PM. (01 hours is included for lunch) for 06 days a week on monthly basis, on no work no charge basis. 15 Janitors required from 7 AM – 4 PM 04 Janitors shall be provided up to 07 PM, While 01 Female Janitor is required at Regional Office and one Male Janitor is required for Wah Distribution office Two Janitors shall be provided on Sunday Age of Janitors 18-55 years. 02 (two) number of sets of uniform for each Janitor including caps and shoes will be provided at commencement of contract.	Per Month	21 No	Without GST	Without GST
2	Provision of Supervisor of Janitorial staff Duty from Monday-Saturday 7am- 4pm (01 hour is included for lunch) for 06 days a week on monthly basis, having suitable educational background experience and mobile phone, uniform including shoes. etc. Age of Supervisor 25-57 years.	Per Month	01 No	Without GST	Without GST
3	Cost of Material List Attached as Annexure-B-Sheet-II	Per Month	-	-	
4	Service charges including all types of operating costs, Statutory payments such as EOBI, Social security, and income tax etc.	Per Month	-	Without GST	Without GST
5	Total Cost Per Month without GST	Per Month	-	-	

IMPORTANT NOTES / CONDITIONS:

- 1) Evaluation of Financial Bids will be carried out on the basis of "**Total Cost per Month Excluding GST**" (i.e. Item No. 5 filled in Grey above)
- 2) Bidder must quote the salary of janitorial staff as per labour laws and instructions / notifications of Federal & Provincial Government regarding minimum wages. Quotation will be rejected if salary quoted is less than the notified minimum wages at the closing date of tender enquiry. If minimum wages rate is revised by the Government, during currency of the contract, the increase in wages shall be implemented through an amendment to the contract. No additional profit margin etc shall be given to the Bidder for passing on the increase in minimum wage rate to janitorial staff.
- 3) Above required strength of janitorial staff i.e (01 supervisor 20 Males sweepers and 01 Female sweeper) is a tentative / current requirement. However, the Company reserves the right to decrease the total number of individuals including (janitors/sweepers) during currency of the contract, by 15% of the advertised tender quantities. However, decrease beyond 15% may be subject to concurrence by the Bidder.
- 4) The required Janitorial Material for each commencing month should be provided by the Bidder till 25th of proceeding month to the Janitorial Supervisor, which would be checked by our Admin Officer and supply sheet will be counter signed accordingly.
- 5) The Bidder will provide an undertaking on stamp paper worth Rs. 100/- with his bid documents that he will abide by all prevailing Government / Labor Law's rules and regulations including payment of EOBI, Social Security and all other relevant payments at prevailing rates and payment of minimum wages to janitorial staff along with evidence.

Seal & Stamp of Bidder

Registered Office:
Sui Northern Gas Pipelines Limited,
21- Kashmir Road, Lahore, Pakistan.
+92-42-99082000-06

www.sngpl.com.pk

Islamabad Regional Office:
Plot No. 27 - 30, Industrial Area,
Sector 1-9, Islamabad, Pakistan.
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