



After Pre-bid BID SOLICITATION DOCUMENTS

OUTSOURCING OF SECURITY SERVICES

FOR

Khyber Institute of Child Health (KICH) & Children Hospital Medical Teaching Institution, Hayatabad, Peshawar.

Note: The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

Firms/Contractors are advised to upload a searchable PDF version of their complete bid documents on EPADS to facilitate the evaluation process.

All the changes/amendments in Pre-Bid meeting are highlighted Red

Manager Facilities Management
MTI-KICH&CH, Peshawar

Manager Material Management
MTI-KICH&CH, Peshawar

Director Finance
MTI-KICH&CH, Peshawar

Medical Director
MTI-KICH&CH, Peshawar

Project Director
MTI-KICH&CH, Peshawar

 Medical Teaching Institute Khyber Institute of Child Health & Children Hospital, Hayatabad, Peshawar, Pakistan 		REF No. KICH&CH-002-26		
INVITATION FOR E-BIDS Via EPADS For F.Y 2026-27				
1. Medical Teaching Institute - Khyber Institute of Child Health & Children Hospital (MTI-KICH&CH) is a project of the Khyber Pakhtunkhwa Health Department, established to strengthen and enhance child healthcare facilities in the public sector. 2. Khyber Institute of Child Health & Children Hospital (MTI-KICH&CH) invites Bids through EPADS (E-Pak Acquisition & Disposal System) from eligible firms, bidders, companies and contractors registered with FBR for Income Tax, Sales Tax and reflected on Active Tax Payer (ATL) list of FBR, as well as registered with EPADS, for the below mentioned tenders. Detailed of items, specification, submission, Opening and method of evaluation is provided in Bid Solicitation Documents (BSD's). The following Bid Security/Earnest Money shall be submitted by the participating bidder through a scheduled Bank of Pakistan, from the bank account maintained in the name of the participating entity, in favor of the Project Director, Khyber Institute of Child Health & Children Hospital (KICH&CH).				
S#	Name of Item	Bid Security (PKR)	Pre-Bid Date & Time	Procurement Method
1	Hospital Signages	100,000	10th September 2026 at 10:30 am	Single Stage Single Envelope
2	Stationary Items	100,000		
3	Sanitary Items	100,000		
4	Printing Material	100,000		
5	New Toners	100,000	11th September 2026 at 10:30 am	Single Stage Single Envelope
6	Miscellaneous Disposables	100,000		
7	Housekeeping & sterilization items	100,000		
8	Hardware items	100,000		
9	Central Sterile Supply Department (CSSD) Consumables	100,000	14th September 2026 at 10:30 nm	Single Stage Single Envelope
10	Biomedical Accessories & Consumables	100,000		
11	Bedding Clothing, Linen, Staff Uniform & Window Blinds	100,000		
12	Outsourcing of Security Services	200,000		
13	Procurement of Liquid Oxygen and Refilling of Oxygen, Nitrogen, Nitrous Oxide, CO2 Cylinders and related Items	100,000	15th September 2026 at 10:30 am	Single Stage Single Envelope
14	Electrical Items	100,000		
15	Outsourcing of Conservancy and Janitorial Services	300,000		
16	Hospital (Infectious) Waste Management	200,000		
17	IT Equipment & Accessories	200,000	16th September 2026 at 10:30 am	Single Stage Single Envelope
18	Patient Queue Management System	500,000		
19	Procurement of New Fire Extinguishers Cylinders, Refilling and related items	100,000		
20	Surgical Instruments Sets for Operation Theaters	500,000		
3. A complete set of Bid Solicitation Document can be downloaded by interested Bidder from EPADS (https://kp.eprocure.gov.pk), Khyber Institute of Child Health and Children Hospital (MTI-KICH&CH) (https://kich.edu.pk/k2/downloads.php) and KP-PPRA (http://kppra.gov.pk) after publication of this advertisement in the newspaper till last day for submission of Bid. 4. Interested bidders shall submit bid(s) by uploading scan copy of bid(s) on EPADS on or before 30th September 2026 till 10.30 AM (PST). The bidders shall upload all relevant/mandatory document on EPADS only. 5. Electronic Bids shall be opened on the same day at 11:00 AM (PST) 6. The Scan copy of the bid security must be attached with Bids on EPADS. 7. The Original CDR/ Bid Security must be submitted to the office of the Project Director, MTI-KICH&CH on or before 30th September 2026 till 10.30 AM (PST). If the original Bid Security does not reach the aforementioned office by the closing date & Time, the bid will be rejected. 8. Firms/bidders applying for Non-Consulting Services must be registered with the Khyber Pakhtunkhwa Revenue Authority (KPRA) in accordance with Rule 37-A of the Khyber Pakhtunkhwa Public Procurement Rules, 2014. 9. Income Tax, stamp duty, Professional Tax and KPRA or any other Government tax will be charged as per rules. 10. Procurements will be carried out as per Act and Rules of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KP-PPRA). 11. The Bid accompanied by Pay Order (PO) shall be rejected. 12. Bids received by hand/Post/Courier; E-mail / Fax shall NOT be accepted. 13. Interested bidders who wants to participate in the tender process shall registered themselves with the EPADS for gaining their unique user's name and password. 14. In case of a public holiday, the date of the event shall be shifted to the next working day, while the time and venue shall remain unchanged. 15. Khyber Institute of Child Health and Children Hospital (MTI-KICH&CH) reserves the right to cancel any or all E-bids under Rule 47 Khyber Pakhtunkhwa Public procurement Regulatory Authority.				
Project Director Medical Teaching Institute Khyber Institute of Child Health & Children Hospital (MTI-KICH&CH) Near Passport Office, Phase V, Hayatabad Peshawar. Ph: +92-91-9217625				
Zero Tolerance to Corruption INF(P)4491/26				

1. INTRODUCTION:

MTI- Khyber Institute of Child Health & Children Hospital invites bids through E-PADS from the eligible bidders for provision of **outsourcing of security services** through open Competitive Bidding under rule 14 (2)(a) “**Single Stage Single Envelope**” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014/ Amended 2022.

Interested bidders shall submit bid(s) by uploading scan copy of bid(s) on EPADS on or before the following date and time.

Description	Dates
Pre-Bid Meeting Date & Time	September 14th, 2026 at 10:30 AM
Tender Closing/Last submission via EPADS	September 30th, 2026 at 10:30 AM
Tender Opening via EPADS	September 30th, 2026 at 11:00 AM
Bid security (PKR)	200,000/-
Tender Process	Single Stage Single Envelope
Contract Validity	One (01) Years

3. INSTRUCTIONS TO BIDDERS:

3.1. Bidding Method

Procurement will be carried out as per KPPRA Rule 2014 Amended 2022: rule 14 sub rule (2) (a) (ix) Single Stage Single Envelope and notification S.R.O. (23)/Vol: 1-34/2024-25. Dated 24-03-2025

Qualification Criteria

The bidder found to be qualified in Mandatory Criteria and **Lowest in Price**, will be consider as the successful bidder.

3.2. Clarification via EPADS

3.2.1. Bidder can share their queries for Clarification via EPADS till the date and time mentioned in this RFP.

3.3. Rejection of Proposals

3.3.1. MTI- Khyber Institute of Child Health & Children Hospital has a discretionary right to reject a Proposal.

Reasons for rejecting a Proposal include, but are not limited to, the following:

- The Proposal does not contain all elements defined in the instructions;
- Bid received without E-PADS;

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- c. Original CDR not submitted as specified in the Invitation for Bids
- d. The Proposal is not submitted before or On the Submission Deadline;
- e. The Service provider or the bank which has issued the Bid Security/Performance Security are insolvent or in the process of liquidation or bankruptcy;
- f. MTI- Khyber Institute of Child Health & Children Hospital becomes aware of facts which can influence the free will of contractual parties.
- g. Received without earnest money;
- h. The tender document and the bid are unsigned;
- i. The offer is ambiguous;
- j. The offer is conditional/optional i.e., advance payment, or currency fluctuations etc.
- k. The offer is from blacklisted firm in any Federal / Provincial Govt. dept.
- l. Hand written bids shall NOT be accepted; it must be typed.
- m. Only typed tender on original prescribing letter pad, sealed, signed and stamp (Every Page) should be submitted. The quoted Price must be preprinted and hand written quoted price will not be acceptable. Optional or double rates for single item is not allowed.

3.3.2. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.

3.3.3. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.

3.3.4. In case of Bid Tie, The MTI- KICH&CH will send a notification to the tied bidders, requesting them to submit revised quotations. The revised quotations, which shall include changes to their original bid prices only. Substantially responsive and lowest in price will be consider Winning bidder.

3.3.5. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the PIC Peshawar's future bids.

3.3.6. The Proposal may also be rejected up until signing of the Service Agreement, in case MTI- Khyber Institute of Child Health & Children Hospital concludes, in its discretionary right, that one of the following applies:

- a. The Proposal does not comply with the objectives of the tender or is not in line with the applicable laws (especially in case the Proposal proposed is not acceptable to MTI- Khyber Institute of Child Health & Children Hospital in terms of conditions offered or their alignment with applicable laws and existing practice in the Islamic Republic of Pakistan;
- b. There is evidence of collusion/joint agreement between Service providers; There is reason to believe that tender rules have been violated (for example, failure to keep confidential information);
- c. There is evidence that the Service provider is trying to gain advantage over other Service providers in an incorrect manner; or
- d. The Financial Offer varies significantly from the estimate of MTI- KICH&CH.

3.3.7. In the event of the rejection of a Proposal, MTI- Khyber Institute of Child Health & Children Hospital shall inform the relevant Service provider in a written form, in accordance with the applicable laws

4. INSTRUCTIONS TO SERVICE PROVIDERS/ BIDDING PROCESS

4.1. General Terms that the Proposal Must Fulfil

- 4.1.1. All elements of the Proposal containing monetary values, whether they apply to business activities in the Islamic Republic of Pakistan or abroad, must be expressed in Pakistani Rupees (PKR).
- 4.1.2. All documents forming part of the Proposal must be written in the English language; copies of legal or similar supporting documents in other languages must be accompanied with a notarized translation.

4.2. Proposal Package

- 4.2.1. The Proposal must be submitted by uploading scan copy of proposal(s) on EPADS.

4.3. Bid Security

- 4.3.1. The Scan copy of the bid security in shape of Call Deposit Receipt (CDR), from schedule bank of Pakistan, excluding microfinance banks, in favor of “~~Hospital~~ Project Director MTI- KICH&CH must be attached with Bid on EPADS to the amount of PKR. 200,000/- Bids without earnest money on EPADS will not be entertained.
- 4.3.2. Original CDR/ Bid Security must be submitted to the conference room, of MTI- KICH&CH on or before the closing date and time. If the original Bid Security does not reach the aforementioned office by the closing date and time, the bid will be considered non-responsive
 - a. The bid security may be forfeited:
 - a. If a Bidder withdraws its bid during the period of bid validity as specified in this RFP; or
 - b. In the case of a successful Bidder, if the Bidder fails to sign the contract or
 - c. The service provide commits any breach of the Contract Agreement

Bid Validity

- i) The bids should be valid for a period of 120 days.
- ii) In exceptional circumstances, MTI-KICH&CH may solicit the Bidder’s consent to an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

Responsiveness Criteria

5.1. Eligible bidder/Mandatory documents:

Bidders must give compliance to the below mentioned clauses as these are mandatory to being Eligible for the bidding process. Relevant certificates / documents must be attached.

S, No	Mandatory Documents
1.	Individual/sole proprietor shall be Pakistani national having CNIC or registered as a firm/company with the registrar of firms or SECP; Valid Document shall be provided
2.	Registration of Company with Employment and Old Age Benefit Institute (EOBI) Valid Document shall be provided Manpower duly registered with EOBI against the participated firm/bidder. - Min. 30 employees, List of CNIC must be provided for online verification. - The employee retention period must be higher than at least 01 Year in the same firm. - The firm must provide the payment receipts for last 03 Years.
3.	Registration of Company with Employee Social Security Institute (ESSI) Valid Document shall be provided
4.	Valid license issued by the Ministry of Interior, Government of Pakistan, or Home and Tribal Affairs Department of KP for provision of security services (Attach relevant valid license);
5.	The service provider is not blacklisted from any provincial or federal public entity/department. Bidder shall provide an affidavit of such undertaking on judicial paper;
6.	The bidder will provide evidence of all guards being trained on fire arms' use. (Should be provided on bidder letter head)
7.	Bidder Shall Submit Integrity Pact Form as provided in this RFP
8.	- A certificate that the firm is not in violation of any Law of Pakistan especially laws related to Labor Laws of Pakistan. - Undertaking that the bidder will provide the security to government/autonomous institutes according to the security laws of Pakistan. (Bidder shall provide an affidavit of such undertaking)
9.	Registered with FBR and reflected on the Active Tax Payer List of FBR;
10.	Registered with KPRA for Sales Tax on Services.

11.	Bidder Must have current Relevant Experience of providing Security Services to: 1. Hospitals/Health Institutes (03 Projects) min. 20 personnel per contract 2. General Experience (02 Projects) min. 20 personnel per contract Acceptance Letter/Work Order/Contract Agreement from 2020 and onward shall be attached
12.	Weapon and ammunition with license should be attached • 12 bore (Nos. 05 with copies of License) • Pistol (Nos. 05 with copies of License) Valid Licenses should be in the name of Bidder (Copies should be attached)
~~13.~~	~~Valid ISO 14001 Environmental Management System / ISO 9001: 2015 Quality Management Certificate~~ ~~Provide Valid Certificates~~
14.	Original Bid Security Shall be submitted as mentioned in the advertisement/BSD.

Note: Non-Compliance with any of the above-mentioned Mandatory Documents/criteria, will lead to the disqualification/non-Responsiveness of the service provider accordingly.

2. Scope of Services

- 1.1 The contractor shall provide twenty-four by seven (24/7) security Services at MTI-KICH&CH .
- 1.2 The Contractor shall ensure effective control against:
 - (a) Damage to property.
 - (b) Theft/ pilferage of the property.
 - (c) Injuries and accidents, any act of violation.
 - (d) Sabotage, Arson and undercover activities.
 - (e) Ensure that all security personnel are alert, punctual, physically fit without any physical or mental abnormalities, expertise and experience to satisfy requirements of security job.
 - (f) Be responsible to send replacement immediately if the assigned personnel do not report on time/ remain absent/leaves early (Jump Guard).
- 1.3 The Contractor commits that the staff on duty at the Premises will exhibit:
 - (a) Polite and amicable behavior.
 - (b) Helping attitude.

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- (c) Perform any other task assigned to them during the performance of their duties within the scope of this Agreement.

2. General Conditions

- 2.1** The Service provider will provide weapons to the guards. No additional or separate charges will be paid by this institution in this respect.
- 2.2** The service provider will be responsible to get each guard medically examined and will provide medical certificate.
- 2.3** The service shall provide character certificate/police clearance certificate/verification to each security personnel.
- 2.4** Security personnel provided by the service provided should not be less than 23 years and not more than **53 years** of age. The guards should be well trained and capable enough to handle the situation.
- 2.5** During duty hours, the security personnel will be directly answerable to the MTI- KICH&CH Peshawar.
- 2.6** Availability/ arrangement of additional guards (if so required) will be ensured within 24 hours.
- 2.7** The procuring body i.e. MTI- KICH&CH, Peshawar reserves the rights to disqualify a firm/agency if it finds, at any time, that the information provided/submitted were false and materially inaccurate.
- 2.8** In case the offer is withdrawn, amended or revised during the validity period of the offer, the earnest money is liable to be forfeited.
- 2.9** The participating bidders will have to submit an affidavit to the effect that they have carefully read all terms and conditions of the tender documents and they accept them as well.
- 2.10** The guard will perform their security services duty twenty-four by seven (24/7). MTI-KICH&CH, Peshawar may change shift timings if required.
- 2.11** That MTI- KICH&CH, Peshawar shall have full authority over the deployment of the Guards and shall be independent in working out a duty schedule and their working time. However, this work schedule shall have prior approval of MTI- KICH&CH to meet its specific security requirements. Contractor shall depute active, trained and healthy personnel as Guards at the Premises. Contractor commits that they shall use the latest/modern and state of the art weaponry and security devices. Contractor shall also appoint a senior person within its organization for coordination with the concerned person at MTI- KICH&CH to address day to day problems and emergent situations. Contractor commits that in case of absence of any Guard(s) deputed at the Premises, due to any reason, shall be replaced with the equal number of Guards without any extra charges.
- 2.12** Contractor shall ensure that all the staff deputed at the Premises meets the following criteria.

2.6.1 **32** Security Guards (Male) the number can be increased or decreased according to requirement of the College.

- (a) Not more than fifty-three (53) years of age.
- (b) 60 % Male guards must retire from armed forces (**Mandatory**)
- (c) Not less than 23 years of age.

Competencies:

- (a) The guards should be literate, can read & write and shall have fluency in speaking Pashto and Urdu Language.
- (b) Capable to carry out the security job.

a.6.2.1 ~~05 Security Guards (Female)~~ Lady Searcher, the number can be increased or decreased according to requirement of the College.

- (a). Not more than forty-five (45) years of age.
- (b). Not less than 23 years of age.

Competencies

- (a). Capable to carry out the security job related to female.

a.6.2.2 **03** Security Supervisors (Male), the number can be increased or decreased according to requirement of the Hospital.

- (a). Not more than Fifty (58) years of age.
- (b). Supervisor must be retired from armed forces (**Mandatory**)
- (c). Not less than 35 years of age.

Competencies.

- (a). The Supervisor should be literate, can read & write and shall have fluency in speaking Pashto and Urdu language.
- (b). Capable to carry out the job of supervisor.

a.6.3 Weapon:

- (a) Shall provide a weapon to all security guards and supervisors on demand.

a.6.4 Uniforms:

- (a) Every Guard shall be dressed in proper company's uniform with cap, belt and Military pattern long shoes.
- (b) Contractor takes responsibility to provide uniforms to the Guards deputed at the Premises.

a.6.5 Miscellaneous:

- (a). Guards to be employed by Contractor shall exclusively perform their duties at the Premises and shall not be employed anywhere else.
- (b). Guards shall be discouraged from developing friendly relations while on duty.
- (c). The contractor shall be bound to provide personal file complete in all respect to the procuring body before the deployment of security personnel at the premises of the MTI-KICH&CH, Peshawar.

a.6.6 Communication

- (a). The agency will be responsible to provide UHF/VHF radio sets as worked out by the MTI- KICH&CH authorities.

a.6.6.1 . Contractor shall provide documentary proof to MTI- KICH&CH on a quarterly basis, reflecting compliance of all commitments as stated under the provisions of this Agreement.

a.6.7 Contractor shall ensure that the Guards deputed at the Premises are of unimpeachable character and possess requisite knowledge and experience. Contractor shall also be responsible for the performance of the Guards.

a.6.8 The management/representative of the Contractor shall visit the Premises quarterly in order to monitor the performance of Guards as well as the operational capacity of the weapons.

a.6.9 The contractor shall ensure training of the Security Guards in any aspect within the scope of their duty.

3. Duration of Agreement

3.1 This Agreement shall be valid for a period of one (01) Year with **initial 03 months as probation period**. However, with the mutual consent (in writing) of the Parties, the terms and conditions of this Agreement may survive for after the expiry of this period on mutual consent of both parties.

3.2 The contract can be terminated by procurement body on the notice of 15 days in probation period.

3.3 The procuring body shall have right to terminate this Agreement upon giving One (1) month written notice to the other Party and without assigning any reason thereof. In the event of termination, the Parties agree to promptly settle any outstanding billings and payments due under this Agreement.

3. SPECIAL CONDITIONS OF THE CONTRACT: -

- 1. If any of the given specifications/parameters do not meet the required specifications, their offer will not be considered and shall summarily be rejected.
- 2. In case of a successful bidder, who repudiates the contract or fails to furnish contract and as the case may be shall proceed for blacklisting and the work order will be placed to the Next Successful Bidder

or from the alternative sources at the cost/risk of the concerned firm.

3. All bidders shall comply with code of ethics formulated by KPPRA.

FINANCIAL PROPOSAL

The firm shall submit the financial proposal on EPADS as per the following format in typing mode

S.NO	CATEGORY	COST(PKR) Total Unit Wage per month/ Security Guard inclusive of all Taxes EOBI, ESSI and Management Cost. etc. (Per Head Charges in PKR)
1.	Security Guards (Male/Female) for Provision of Security Services as mentioned in Scope of Services.	

S#	No. of Security Guards	* Unit Cost per / SG inclusive of all Taxes EOBI, ESSI and Management Cost	Total Amount (Inclusive of Applicable Taxes and Others)
2.	40		

Note: -

- Costs Includes of all Taxes EOBI, ESSI and Management Cost. Etc.**
- The Firm Shall Fill the financial bid for the whole assignment and contract will be awarded to total lowest.**

Note: - The service provider shall be responsible for ensuring full compliance with all applicable Government rules and regulations at all times.

10. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR

Conditions for Blacklisting of Defaulted Bidder/Contractor under rule 44 of KPPRA Rules 2014

The following are the events which would lead to initiate (Rule 44 of KPPRA Rules 2014) blacklisting/debarment process;

- Consistent failure to provide satisfactory performances.
- Found involved in corrupt/fraudulent practices.
- Abandoned the place of work permanently

Conditions for debarment of Defaulted Bidder/Contractor

Failure or refusal to;

- Accept Purchases Order / Services order terms;
- Make supplies as per specifications agreed:
- Fulfill contractual obligations as per contract
- Non execution of work as per terms & condition of contract.

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- Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- Persistent and intentional violation of important conditions of contract.
- Non-adherence to quality specifications despite being importunately pointed out.
- Security consideration of the State i.e., any action that jeopardizes the security of the State or good reputation of the MTI- KICH&CH Peshawar.

Procedure for blacklisting and debarment

1. Competent authority of MTI- KICH&CH Peshawar may on information, or on its own motion, issue show cause notice to the bidder.
2. The Show Cause notice shall contain the statement of allegation against the Bidder.
3. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
4. In case the bidder fails to submit written reply within the requisite time, the competent authority may proceed forth with ex-parte against the bidder.
5. Direct to issue notice of personal hearing to the bidder/ authorized representative of the bidder and the competent authority shall decide the matter on the basis of available record and personal hearing, if available.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.
8. The order passed as above shall be duly conveyed to the KPPRA and defaulting bidder within three days of passing order.
9. The duration of debarment may vary up to five years depending upon the nature of violation.

11. DISPUTES AND CONTROVERSIES/DISPUTE RESOLUTION

1. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
2. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
3. The grievance redress Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.
5. Any dispute or difference arising out of the Agreement which cannot be amicably settled between the Parties, shall be finally settled by KPPRA whose decision will be final and binding on both the parties.

12. Award of Contract:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the MTI-

KICH&CH, Peshawar duly attested by the Oath Commissioner/Notary Public.

13. Payment:

1. The bill be made 100% by the 10th of next month after the satisfactory service delivery report dully signed by concern manager, MTI- KICH&CH, Peshawar.
2. The contractor should pay the security personnel in accordance to the rules & regulations of labor department.

14. Sub-Letting Contract:

The supplier shall not sub-let or assign this Contract or any part thereof without the written permission of the procuring entity. In the event of the Services provider subletting or assigning this Contract or any part thereof without such permission, the procuring entity shall be entitled cancel the Contract and to purchase the goods elsewhere on the supplier account and risk and the supplier shall be liable for any loss or damage which the procuring entity may sustain in consequence of arising out of such purchase.

Form of Integrity Pact

Contract No.

Dated

Contract Value:

Contract Title:

[Name of service provider firms] 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 Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoP through any corrupt business practice.

Without limiting the generality of the foregoing, **[service provider firms]** 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 GoP, except that which has been expressly declared pursuant hereto.

[service provider firms] 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 GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[service provider firms] 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 rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, **[service provider firms]** agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[service provider firms]** 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 GoP.

Name of service provider firm:

Signature:
[Seal]

Agreement deed for hiring of Private Security Services for
MTI- Khyber Institute of Child Health & Children Hospital, Peshawar

This agreement is made at Peshawar on Dated: ____/____/____

BETWEEN

MTI- Khyber Institute of Child Health & Children Hospital, Peshawar, through **Project Director MTI- Khyber Institute of Child Health & Children Hospital, Peshawar** hereinafter called **1st party** which expression shall wherever the context so requires or permits its successors and assignee through its MTI- Khyber Institute of Child Health & Children Hospital, Peshawar – the Procuring Entity/1st Party

AND

M/s _____, registered in Pakistan with an office located at _____ . (Herein after called the **2nd party** which expression shall wherever the context so requires or permits its successors through its (Designation) as **2nd party/ Service Provider** on the other part

WHEREAS, the First Party is desirous to hire security services of the above said on contract for provision of static guarding services and entrances/exit of the Hospital and its various blocks and Hostels. The 2nd party has sufficient expertise and resources to offer the security services to First party.

NOW IT IS HEREBY AGREED AS UNDER

This agreement is applicable for a period of 01 years with effect from Dated: _____ to 30-06-2027. This agreement is renewable/extendable subject to satisfactory performance and mutual consent.

That 2nd party shall deploy at least 60% of the staff/personal retired from Armed Forces of Pakistan and Ex-serviceman, duly armed/equipped as per requisition of the 1st party on the rates as mentioned.

S. No	Category	Rate Per Month
1	Supervisor	
2	Guards	
3	Lady Searcher	

1. That the number of deployment of guards may be increased by the **1st Party** with minimum 03 working days' notice and 30x days' notice for decrease and the payment will be made/ adjusted on the agreed terms to the **2nd Party**. In case 1st party desires to replace any guard due to any disciplinary/unavoidable reason, the **2nd Party** will arrange suitable replacement with 04 hours.
2. The **2nd Party** will submit invoice on regular basis by 5th of every month for previous month. The **1st Party** will make the payment through cross cheque in favor of _____ within reasonable time after submission of invoice.
3. The **1st Party**, if failed to pay the clientage as per the agreed schedule, the Service Provider will continue to provide the services without any disruption in the services. The **1st Party** shall be bound to clear the outstanding clientage in favor of **2nd Party** at its earliest.

4. That if a security guard of the **2nd Party** is found guilty of misconduct or involved in any objectionable/undesirable activity, the **1st Party** will inform **2nd Party** for his removal and its appropriate replacement, whereby **2nd Party** shall be bound to provide replacement within **04 hours**.
5. That the **2nd Party** shall be responsible to carry out the deployment of guard in **MTI- Khyber Institute of Child Health & Children Hospital, Peshawar** at any location for performing their duties in accordance with the requirement of the **1st Party**.
6. That the **1st Party** will provide administrative assistance as deemed appropriate and necessary to the **2nd Party** for protecting/ safeguarding the **1st Party** Interest/property/persons/staff/patients etc.
7. That the **1st Party** will not misuse security staff for other tasks like cooking, loading/un loading, shifting of stores / equipment's, maintenance of garden, cleaning of vehicles etc.
8. That the **2nd Party** will be responsible for all act of its employee/guard which is punishable by law.
9. If any conflict arises between the parties, the matter will refer to the Committee of MTI- Khyber Institute of Child Health & Children Hospital, Peshawar.
10. The **2nd Party** is bound to submit personal file of all guards (male/female) completed in all aspects containing CNIC, discharge book, Police verification and authority Letter to use weapon etc. with **1st Party** with in **15days** after award of contract.
11. The **2nd Party** is bound to provide weapon with valid license copy to security guard based on the requirements of the **1st Party**, copy of license shall also be maintained in personal file of guards.
12. The **2nd Party** shall be bound to provide guards well trained with minimum age limit for civilian is 25 years while maximum age of all guards shall not exceed 50 years.
13. The civilian guards must have minimum experience of one year working as security guard with a reputable organization.
14. The **1st Party** will not interfere in internal affairs, SOPs, policies of _____ (**2nd Party**).
15. The **2nd Party** is liable to provide Walk through gate, Radio set and Radio base for communication as per requirement of the **01st Party** which will be property of the service provider and claimed back when the contract is ended/terminated. The **2nd party** is liable to repair or replace all faulty equipment's or weapons.
16. The **2nd Party** shall provide security staff for the security services round the clock (24/7) of the mentioned premises.
17. The Services provider will provide weapons to the guards. No additional or separate charges will be paid by this institution in this respect.
18. The **1st Party** should not interfere in selection, enrollment, training process of **2nd party** and should not insist on an enrollment of unfit personal.
19. The service provider shall be responsible to get each guard medically examined and will provide medical certificate to **1st Party**.
20. The contract will be for a period of one (01) year; however, it will be extended on satisfactory performance each year till the maturity of the contract however, with the mutual consent (in writing) of the Parties, the terms and conditions of this agreement may survive after the expiry of the agreement on mutual consent of both the parties.
21. All the rates quoted are inclusive of all applicable Government Taxes.
22. The **2nd party** shall be responsible of the employee's benefits i.e. ESSI, EOBI and insurance of each employee deputed here.
23. The **Service Provider** shall provide documentary proof to **MTI-KICH&CH** on a quarterly basis, reflecting compliance of all commitments as stated under the provisions of BSD's and this Agreement.

24. The first 03 months of the contract will be treated as probation period with 100% payment of invoices/ services provided by the service provider duly verified by the concerned department.
25. The **Service Provider** shall ensure the duty shifts of maximum 08 Hours/day of every guard. Duty Rota shall be share with MTI-KICH&CH on 20th of every month. (However, will be change with mutual consent as per winter/summer season and as per requirements of 1st party).
26. That the 1st party shall have full authority over the deployment of the Guards.
27. The service provider shall fully comply with the age limits as mentioned in the BSD's i.e., for Security Guard (male) is not more than 53 Years and less than 23 years, Lady Searcher 45 Years and less than 23 years while that of Supervisor not more than 58 years.
28. The **2nd Party** shall also nominate a senior person within its organization for coordination with the concerned person at MTI- Khyber Institute of Child Health & Children Hospital, Peshawar to address day to day problems and emergent situations.
29. The **2nd Party** commits that in case of absence of any Guards deputed at the premises, due to any reason, shall be replaced immediately with the equal number of Guards without any extra charges.
30. The guards should be literate, can read & write and shall have fluency in speaking Pashto and Urdu Languages.
31. Every security guard must follow the dress code of service provider a fine of 1000/per person per day shall be deducted from the total bill of service provider (in case of violation).
32. The **2nd Party** takes responsibility to provide uniforms to the guards deputed at the premises without any charges incurred on 1st Party.
33. The **2nd Party** shall be responsible to provide metal detector at all entrance and exit points of the Hospital without any charges incurred on 1st Party.
34. The **2nd Party** will be responsible to establish a complete communication system with base and UHF/VHF radio sets (as per Hospital requirement) and is responsible for its maintenance and costs.
35. The ammo consumed at client or on order of client will be covered and shall be at risk & cost of the service provider.
36. The contract can be terminated by **1st Party** without assigning any reason on prior notice of 30 days or **2nd Party** on the notice of 30 days. in the event of termination, the parties agree to promptly settle any outstanding billing and payments due under this Agreement or any other matter arising out of this contract.
37. The Service Provider shall comply with all applicable Laws, rules, regulations, Policies & Notification such as labor Law, Min. Wage Policy etc.
38. The MTI- Khyber Institute of Child Health & Children Hospital, Peshawar will appoint a coordinating supervisor to ensure smooth and functioning of duties, whom shall be reporting to concern Manager MTI-KICH&CH.
39. Any failure to meet the requirements of the contract include, failure to deploy minimum man power, failure to provide/use material, shall result in deduction of proportionate amount from the bill along with penalty @ of 5% in discretion of 1st Party.
40. The **2nd Party** shall be responsible to indemnify 1st Party for any loss, damage of any kind, government penalties due to negligence of 2nd party and all other matters of alike nature.
41. The **2nd Party** shall provide services itself **2nd Party** is not allowed to carry out whole or part of the work through subcontracts.
42. The above manpower requirement does not include weekly off, leave, absence requirements which will be managed by **2nd Party** without any interference of **1st Party** but requirement of the 1st Party shall be kept in mind and mandatory to follow.

43. The **2nd Party** shall provide replacement of personal, in case of absenteeism, casual/sick leave etc. so as to ensure full staff at all-time increase of absence/leave by any particular person, the **2nd Party** shall make alternate arrangement immediately otherwise wages of the day would be deducted for absence.
44. If a person found unsuitable for the work by Hospital staff due to misconduct/negligence of duty/ unsafe act/ being under influence alcohol/ violation of any norms or instruction or any other reason, the person shall be replaced by the **2nd party** immediately on being informed to that effect.
45. A daily attendance register shall be maintained by the supervisor which shall be countersigned by the designated Hospital supervisor who will responsible for the area of work shift wise and countersigned by works in charge of day-to-day basis.
46. The **2nd Party** shall abide by and comply with the provision of all Laws, Acts and Rules by central/KPK Govt: as applicable from time to time in respect of the contracted work and all staff employed by him at his own cost and risk without interference Hospital staff.
47. If a security guard is guilty of non-performance of his duties as according to rules and regulations of the 1st party strict disciplinary action will be taken by 2nd Party and also Rs.1000 will be deducted from the 2nd party.
48. In case of successful bidder, who repudiates the contract of fails to furnish contractor and as the case may be shall proceed for blacklisting and the work order will be placed to the next successful bidder or from the alternative sources at the risk and cost of first successful bidder.
49. Force majeure will be applicable to both the parties in case of acts of God.
50. In case the dispute still remained between both the parties, the matter shall be referred to Board of Governors MTI- Khyber Institute of Child Health & Children Hospital, Peshawar for decision which shall be final.

IN WITNESS WHEREOF, the parties hereto, as their authorized and bona fide representatives, having fully read and understood the terms herein, have executed this Agreement by setting their respective hands on the day and year first above written.

1st Party

**Project Director
MTI-KICH&CH, Peshawar**

Signature

**Witness
Name:** _____

2nd Party

Name:

CNIC No

Signature

**Witness
Name:** _____