

# TENDER NOTICE

## (Hiring of Services of Staff)

Higher Education Department South Punjab Secretariat, Multan office invites offers from the well reputed companies. Sealed offer with a call deposit of 5% of tender, should reach Section Officer (General), Higher Education Department South Punjab Secretariat, Multan till **14:00 HRS of 29-07-2024 (Monday)** which will be opened the same day before company representative at **14:30 HRS**. Agreement shall be reached with firm providing the following services of staff on minimum charges

Lot No.	Name of Post	No. of Post	Eligibility
1.	Armed Security Guard	03	Retired personnel from Army shall be preferred.
2.	Janitorial Services	04	Non-Muslim preferred

### **CONDITIONS:**

1. Company will have to ink an agreement with Department on non-judicial stamp paper within 10 days of the approval of posts by competent authority.
2. The initial period of agreement shall be 01 year, renewable after every fiscal year. On good performance, agreement can be further extended with the consent of both the parties. The successful firm will have to provide staff within seven days of approval.
3. In case of showing bad performance the Competent Authority, Secretary, Higher Education Department South Punjab shall be authorized to revoke agreement any time.
4. Company shall be bound to provide uniform. The age of staff must be between 20 to 50 years besides him being healthy.
5. The payment of departmental tax of federal/provincial government shall be made by the company.
6. In case of any dispute, Secretary Higher Education Department South Punjab shall be arbitrator and his decision shall be binding on both the parties and could not be challenged in any court of law.
7. Further information can be had from the office during working hours. Further terms and conditions shall be read out on the spot.
8. Successful firm will have to submit 10% contract amount as performance guarantee of the annual contract under clause 56 which shall be refundable on expiry of contract period.
9. The above said quotation, terms & condition can also be viewed on PPRA website [www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)

For obtaining any further information or clarifications, please feel free to contact at 061-9210160 and [sog.edu.southpunjab@gmail.com](mailto:sog.edu.southpunjab@gmail.com)



**SECTION OFFICER (GENERAL),  
HIGHER EDUCATION DEPARTMENT SOUTH  
PUNJAB SECRETARIAT, MULTAN**