

*Consulate General of Pakistan,
Chengdu*



No. Admn-1/Cleaning/2025 (Chengdu)

03 December 2025

Subject:- Tender Notice for Cleaning Services of Consulate

Dear Sir,

Enclosed please find herewith a tender notice invited by the Consulate General of Pakistan, Chengdu (China) from an experience cleaning service provider for the purpose of daily cleaning services of the Consulate.

2. PPRA is requested to upload the tender notice on its website w.e.f. 08 December 2025. The thirty (30) days period will end on 06 January 2026.

3. In this regard, receipt of advance payment for Pak Rs. 15,000/- (Rs. fifteen thousand only) vis-à-vis uploading the tender notice is also enclosed.

Encl: As above

A handwritten signature in blue ink, appearing to read 'Agha Hunain Abbas Khan'.

(Agha Hunain Abbas Khan)
Head of Chancery

Assistant Director (I.T & Monitoring),
Public Procurement Regulatory Authority (PPRA),
Islamabad

Tender Notice

The Consulate General of Pakistan in Chengdu (China) invites quotations from an experienced cleaning service providers for the provision of daily cleaning services (Mondays to Fridays) at the Consulate (building area: 628 square meters).

1. Scope of Work:

- 1.1 All rooms and offices in the Consulate interior. All bathrooms, kitchens, balconies and stairs. Floor, toilet, kitchenware, furniture cleaning and garbage cleaning five times a week, simple cleaning of daily windows and carpets, and deep cleaning of any dust and dirt on windows and carpets once every six months, they need to be cleaned in addition to daily cleaning;
- 1.2 Cleaning the surface of furniture and appliances in the whole house, clean the floor and stairs of the whole house. Whole house carpet cleaning (including carpet vacuuming once a week), bathroom cleaning including toilet cleaning, floors, mirrors, and cleaning of wet and dry areas. The kitchen includes oil cabinets, range hood surface cleaning. The Service content also requires in-depth cleaning of the Consulate once in six months (including glass cleaning, corners, and carpet cleaning in the whole house);
- 1.3 Basic cleaning supplies (garbage bags, towels, hand brushes, general or special cleaners, glass scrapers, shovel blades, vacuum cleaners, etc);
- 1.4 Intimate potential safety hazards in the office in advance (such as wet paint, electrical leakage, improper installation of items, etc.) to avoid unnecessary safety accidents caused by this situation and avoid unnecessary disputes. The personal safety issues caused by the process and service requirements shall be the responsibility of the service personnel;

2. Eligibility & Experience Requirements:

- 2.1 The Service Provider is registered and based in Chengdu (China);
- 2.2 Being a taxpayer in China, so that the invoice (fapiao) may be claimed by the Consulate for VAT refund;
- 2.3 Cleaning staff must be trained, uniformed, and identifiable;
- 2.4 Owing to security, professionalism and catering for diplomatic norms which are of paramount importance for a diplomatic Mission, the Service Provider must have three (03) years' experience for providing satisfactory cleaning services to the diplomatic missions in China (the details of requisite experience is required to be submitted);

3. General Conditions for Agreement:

- 3.1 The Service Provider shall sign a contract agreement with the Consulate of Pakistan, Chengdu within one week from acceptance of the bid and award of contract. Furthermore, for the matters not covered in the contract signed, a supplementary agreement can also be signed;
- 3.2 The Service Provider would be responsible to cover all financial aspects of their staff, including payment of salary and compensation and all type of taxes and social security;
- 3.3 Staff must comply with all security protocols set forth by the consulate, including restricted access to certain areas;
- 3.4 Immediate replacement of any staff found in breach of conduct or security requirements;
- 3.5 If either party intends to terminate the contract within the contract period, it must notify the other party one month in advance and neither party may terminate the contract at will, otherwise the observant party shall have the right to request the breaching party to compensate the two-month service fee as liquidated damages.

Bids (Technical & Financial) shall be submitted at the following address:

Name: Head of Chancery, Consulate General of Pakistan, Chengdu

Address of the Consulate: Lane #3, Villa #301, Tianfu International Community, No. 888, Tianfu 1st Street, Hi-Tech Zone, Chengdu, 610041, Sichuan Province, China.

Deadline for submission of the bids: **06 January 2026**

After evaluation and approval of technical proposal, financial bid shall be opened at the Consulate of Pakistan, Chengdu.

Technical Bids Open Date: 07 January 2026 at 11:00 a.m.

Financial Bids Open Date: 07 January 2026 at 11:30 a.m.

The Consulate reserves the right to accept or reject any bid without providing any reason.
