

# EMBASSY OF PAKISTAN

## BISHKEK

\*\*\*

The Embassy of Pakistan based Bishkek is inclined towards floating a tender for "Expression of Interest" (EOI) for cleaning services at 37-SEROVA, BAYALINOVA STREET, BISHKEK.

2. In conformity with Rule-12 of Public Procurement Rules-2004 as notified by the Finance Division vide SRO No. 432 (I)/2004 dated 8<sup>th</sup> June 2008 and SRO No. 591 (I)/2022 dated 10<sup>th</sup> May 2022; we are required to float the tender notice and bidding documents on PPRA's website.

3. The Public Procurement Regulatory Authority (PPRA) is requested to initiate mandatory arrangements for uploading the tender notice. This is accompanied by the holistic set of bidding documents i.e. comprising pages 1-9 on the PPRA website at the earliest possible juncture.

4. A copy of the tender notice and bidding documents is likewise annexed.

**ENCL: AS SPECIFIED ABOVE**

With Profound Regards,

  
(Marwan Alex Ayyash)  
Deputy Head Of Mission/Counsellor

**Rizwan Mahmood**  
**Director (MIS), PPRA**  
**Islamabad**

**Embassy of Pakistan, Bishkek U.O. No. ADMN-42/2025**  
**Dated: 8<sup>th</sup> January 2026**

## TABLE OF CONTENTS

S.NO.	CATEGORY	PAGE NUMBER
1.	Section-I: Invitation To Bid	Page 3
2.	Section-II: Stipulations	Page 4
3.	Section-III: Instructions To Bidders	Page 5
4.	Section-IV: Evaluation Criteria	Page 5
5.	Section-V: List of Goods & Services (Bill of Quantities)	Page 6
6.	Section-VI: Form Of Bid	Page 7
7.	Section-VII: Undertaking By The Bidder	Page 8
8.	Section-VIII: Bid Securing Declaration	Page 9

**BIDDING DOCUMENTS**  
**FOR**  
**HIRING THE SERVICES OF CLEANING COMPANY FOR**  
**CHANCERY BUILDING**

**Embassy of Pakistan**  
**37-Serova, Bayalinova Street**  
**Bishkek**

**Contact Antecedents: +996 312 373901**

**Email: [parepbishkek@mofa.gov.pk](mailto:parepbishkek@mofa.gov.pk)**

**8<sup>th</sup> JANUARY 2026**

# EMBASSY OF PAKISTAN BISHKEK

\*\*\*

## TENDER NOTICE

The Embassy of Pakistan based in Bishkek, Kyrgyzstan, invites bids from experienced and well reputed firms//companies for cleaning services at the Chancery building. Antecedents are depicted in the bidding documents.

2. The bidding document comprising relevant details can be procured from the address mentioned below on any working day during office hours. Alternately, the same can be downloaded from the website of the Public Procurement Regulatory Authority: [www.ppra.org.pk](http://www.ppra.org.pk).
3. Single stage Two envelope procedure will be adhered to. All bids received shall be opened and evaluated in the manner prescribed in the bidding documents.
4. Bids must reach the Embassy of Pakistan, Bishkek at the address enumerated below before 1500 HOURS BISHKEK TIME ON 6<sup>th</sup> FEBRUARY 2026 either through personal delivery or registered post/courier. This would be opened on the same day at 1530 HOURS in the presence of bidders or their authorized representatives.
5. The Embassy of Pakistan based in Bishkek reserves the right to accept or reject any bid in conformity with PPRA rules.

Deputy Head Of Mission  
Embassy of Pakistan  
37-Serova, Bayalinova Street  
Bishkek  
Phone: +996 312 373901  
Email: [parepbishkek@mofa.gov.pk](mailto:parepbishkek@mofa.gov.pk)

## **SECTION-II: STIPULATIONS**

- 1) The bids will be governed by the single stage-two envelope bidding procedure. It is to be evaluated on technical and financial grounds.
- 2) The bid opening Committee will open the bids on 6<sup>th</sup> February 2026 in the presence of bidders or their representatives, if they so choose to be present.
- 3) The proposal shall be evaluated in a manner prescribed in these bidding documents and the bids not conforming to specified requirements will be rejected. No amendment would be permitted in the proposal after opening.
- 4) The firms may submit specifications, photographic evidence, catalogue, video clips, physical samples or any other mode to demonstrate the quality of goods/items and work in their proposal.
- 5) The proposals of the bidders shall be opened publicly at a time and date specified in the tender documents.
- 6) The bids will be evaluated on the basis of "Least Cost Method".
- 7) The bid validity period shall be 30 days from the date of bid opening.
- 8) Bidders shall quote the rates in US\$ with all applicable taxes the bidding price. Use of white fluid or overwriting is prohibited.
- 9) The successful bidder shall submit a bid securing declaration on the template prescribed by the PPRA as stipulated in Rule 25 of PUBLIC PROCUREMENT RULES-2004.
- 10) The successful bidder may discharge its obligations itself or through its authorized agent, duly notified in writing.
- 11) The Embassy of Pakistan reserves the right to accept or reject any or all bids in accordance with contemporary PPRA rules.

\*\*\*\*\*

### **SECTION-III: INSTRUCTION TO BIDDERS**

1. All bidders should comprehend the precise nature, type and quantum of work before submitting their bids.
2. If the bidder(s) needs(s) any clarification/information, he/she should contact the Embassy of Pakistan before the date of opening of bids at the Whatsapp antecedents as depicted in Section-I.
3. Prices quoted in the bid should be inclusive of all applicable taxes.
4. Quoted prices must be divulged in both words and figures. In case of any error or anomaly, the price quoted in words would govern. Any proposal with over-writing or cutting will not be accepted and the bid would be summarily rejected.
5. Each and every page of the tender document must be endorsed//signed and stamped by the bidder on the bidding firm's letterhead.

\*\*\*\*\*

#### **SECTION-IV: EVALUATION CRITERIA**

These bids will be evaluated on the basis of Least Cost Method.

\*\*\*\*\*

Syed Mohsin Hassan  
Assistant Director (Web Design)  
Thursday, 08 January, 2026, 3:47:13 PM

Syed Mohsin Hassan  
Assistant Director (Web Design)  
Thursday, 08 January, 2026, 3:47:13 PM

## **SECTION-V: LIST OF GOODS & SERVICES /BILL OF QUANTITIES**

S. NO.	PORTFOLIO
1.	Wet floor cleaning
2.	Wiping accessible surfaces
3.	Dust removal off all accessories
4.	Cleaning glass elements
5.	Collection & removal of garbage
6.	Maintaining all bathrooms//toilets//restrooms

**\*Certified that the list is serially numbered from 01 to 06**



## **SECTION-VII: UNDERTAKING BY THE BIDDER**

Each bidder shall submit and undertake as reflected through the specimen below from the perspective of data accuracy provided and to the effect that the firm is not involved in any illegal activity:

### **UNDERTAKING**

*(To be filled, signed and stamped by the bidder. OR to be submitted on the firm's letterhead)*

It is certified that the information furnished herein and as per the documents submitted is true and correct to the best of my knowledge and nothing has been concealed or tampered with.

2. We have gone through the conditions of tender/bidding documents and are liable to any legal prosecution in the event of furnishing falsified information/documents.

3. We hereby undertake that we have not been blacklisted or rendered ineligible for corrupt and fraudulent practices, or for other reasons(s), by any private organization or government organization.

**SIGNATURE & DATE:**

**STAMP/SEAL OF THE FIRM (OR ON FIRM'S LETTERHEAD):**

## **SECTION-VIII: BID SECURING DECLARATION**

*(To be filled, signed and stamped by the bidder, OR to be submitted on firm's letterhead)*

Date: \_\_\_\_\_

Bill No. \_\_\_\_\_

**To: Embassy of Pakistan, Bishkek**

We, the undersigned, declare that:

In compliance with stipulations, bids must be supported by a reinforcing declaration.

We accept that we will be blacklisted and henceforth debarred from participating in the respective category of public procurement proceedings for a period of (not exceeding) six months, if we fail to abide with a bid securing declaration, however, without indulging in corrupt and fraudulent practices, if we are in breach of our obligation (s) under the bid conditions, because we:

- (a) Have withdrawn or modified our bid during the period of bid validity enumerated in the Form of Bid.
- (b) Disagreement with or dispute the arithmetical corrections made to the bid price; or
- (c) Having been notified of the acceptance of our bid by the procuring agency during the period of bid validity, (i) failure to conclude the contract if deemed obligatory by the procuring agency to do so or (ii) we decline, fail or refuse to furnish the Performance Security, if so required by the procuring agency or to comply with any other conditions precedent to signing the contract as depicted in the bidding documents.

We understand this bid securing declaration shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful bidder; or (ii) 28 days after the expiration of our bid.

SIGNATURE: \_\_\_\_\_

NAME OF THE FIRM: \_\_\_\_\_

DATE: \_\_\_\_\_

Seal/Stamp (or on company letter head).

## **SECTION-VI: APPLICATION FORM OF BID**

*To be filled, signed and stamped by the bidder. OR to be submitted on the firm's letterhead*

S.NO.	DESCRIPTION	CONFIGURATION	COST (US\$)
1.	Floor cleaning	Cleaning of all the floors	
2.	Wiping accessible surfaces	Wiping out of all the areas of the Chancery	
3.	Dust removal from all accessories	Removal of dust from all the furniture including tables, doors, windows and grills	
4.	Cleaning glass elements	Cleaning of windows and table glass	
5.	Collection and removal of garbage	Collect all the garbage and through it in the specified area	
6.	Maintaining all the bathrooms	Cleaning/maintenance of all the bathrooms of the chancery	
	Aggregate Price of Goods/Services		
	Grand Aggregate {Including All Applicable Taxes}		
	Grand Aggregate {In Words}		

Signature: \_\_\_\_\_

Stamp: \_\_\_\_\_

Date: \_\_\_\_\_

\*\*\*\*\*