



**BOARD OF INTERMEDIATE EDUCATION,
BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700**

Phones:
99260211
99260212
99260213

**STANDARD BIDDING DOCUMENTS
FOR
NATIONAL COMPETITIVE BIDDING
SINGLE STAGE – ONE ENVELOPE PROCEDURE**

**TENDER FOR HIRING OF
JANITORIAL SERVICES**

**IN RESPECT OF THE
BIEK/AG/L&N/45/2026**

Instructions to Bidders (ITB)
General Conditions of Contract (GCC)



BOARD OF INTERMEDIATE EDUCATION,
BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700

INSTRUCTIONS TO BIDDERS &
GENERAL CONDITIONS OF CONTRACT:

The Instructions to Bidders and General Conditions of Contract applied in this Contract shall be the same as per Standard Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from EPADS (SPPRA's website) www.portalsindh.eprocure.gov.pk. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract.

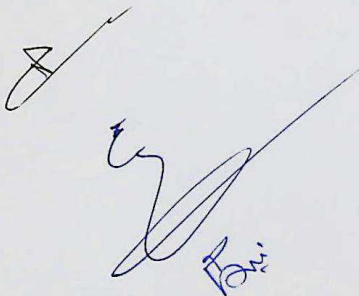
BID DATA SHEET

INTRODUCTION	
Name of Contract	Hiring of Janitorial Services
Name of Procuring Agency	Board of Intermediate Education, Karachi
Procuring Agency's Address, Telephone	Bakhtiyari Youth Center North Nazimabad Tel: 99260211, 99260212, 99260213
Language of the Bid	English or Urdu

BID PRICE AND CURRENCY
The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
During the entire period of bid validity, the price shall be fixed and the bidder will have to supply the required items as per specifications and quoted rates.

PREPARATION AND SUBMISSION OF BIDS	
Qualification Requirements	• 03 years' experience in the relevant field (Client list along with contract numbers & address must be attached). • Turn-over of at least last three years having a sum of minimum Rs.18 Million in last 03 years (Copies of financial statements / Bank Statement be attached). • Registration with Federal Board of Revenue (FBR)/GST/SRB, for Income Tax and Sales Tax in case of procurement of goods/Services. • Similar Work order of last three years having a sum of Rs.10 Million. • An affidavit on stamp paper that the firm has never been blacklisted, must be submitted in shape of hardcopy as per given specimen in the bidding documents.
Amount of Bid Security (Refundable)	Bid Security @3% (three percent) of the estimated cost shall be submitted in shape of a Demand Draft, Pay Order & Bank Guarantee in favor of the Secretary, Board of Intermediate Education, Karachi. The Bid Security must remain valid for at least 28 days beyond the bid validity period.

Estimated Cost	(05.90 Million) Rupees Fifty Nine Lac Only
Bid Validity Period	90 days from the date of opening of Tender.
Number of copies	Original Bid shall be submitted by the bidder in the BIE, Karachi.
Address for Bid Submission	The office of the Administration General Section (Procurement Wing), 1 st Floor, Old Building, Room No.31, Board of Intermediate Education, Karachi.
IFB Title and Number	Title: Hiring of Janitorial Services IFB No: BIE/AG/L&N/45/2026, Dated: 11-09-2026
Deadline for issuance of Bidding Documents	<u>From 18-09-2026 to 02-10-2026 12:00 Noon</u>
Time, Date and Place for Bid Opening	Bids duly stamped on each document must be submitted online through EPADS & the same in shape of hardcopy in the office of Administration General Section (Procurement Wing), 1 st Floor, Old Building, Room No.31, Board of Intermediate Education, Karachi, in a sealed cover on or before <u>02-10-2026</u> up to <u>02:30 P.M</u> and will be opened on the same day at <u>03:00 P.M</u> in the presence of bidders' representatives who wish to attend.
Execution of Services	The Services shall be executed in the BIEK within 15 days after issuance of work order.



Handwritten signature and initials in blue ink.



BOARD OF INTERMEDIATE EDUCATION,

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1. Invitation to Bid

Board of Intermediate Education Karachi, invites sealed bids from the reputable and experienced "Janitorial Firms" registered in concerned tax authority for Income Tax, Sales Tax and SRB and who are on Active Taxpayers List of the Federal Board of Revenue for providing of Janitorial services.

- a. The Bidding documents fee an amount of **Rs.3,000/- (Non-Refundable)** must be submitted in shape of pay order in favor of "**Secretary Board of Intermediate Education, Karachi**" and the bidding documents containing detailed terms and conditions can be downloaded from <https://portalsindh.eprocure.gov.pk/#/>. Fee must be submitted on or before 02-10-2026 12:00Noon late submission of fee will not be accepted.
- b. The bids, prepared in accordance with the instruction in the bidding documents, must reach to the Procurement Wing, Administration General Section, Main Building, 1st Floor, Room No.31, Board of Intermediate Education Karachi, on or before **02-10-2026 at 2:30 pm**
- c. Bid Security (refundable) equivalent to **3%** of Estimated Cost in shape of Demand Draft or Pay order or a Bank Guarantee in favor of "**Secretary, BIE, Karachi**", must be submitted in the separate envelope on or before deadline mentioned in Notice Inviting Tender. Bids without the earnest money will not be accepted.

2. Background

Board of Intermediate Education, Karachi, invites sealed bids under rule 46(1) i.e. Single Stage – One Envelope procedure of SPPRA Rules, 2010. The janitorial services are required for BIEK's premises marked places at Sr. No. 01 of T.O.R. Details of the premises are given in TORs enclosed herewith.

3. Scope of Services

The successful bidder shall provide cleaning and janitorial services (as per TORs) of all the office premises as mentioned in bidding documents and will take all possible efforts to maintain the level of cleanliness as per satisfaction and requirement of BIEK during the period of Contract. The firm required to deploy such number of janitorial staff for such time and number/quantity of material as detailed in the TORs enclosed herewith this document.

4. Instructions to Bidders

The bids shall be prepared in accordance with the instructions given as under:

- a) The bidder(s) will submit their profile containing name of the firm, its status, address, telephone number(s), fax number and other relevant information.
- b) The bidder(s) will submit the bids along with tender application.

- c) Bids received after the due date, conditional and incomplete bids will be rejected.
- d) The list of Clients both from public and private sectors should be attached.
- e) BIEK will deduct Income Tax / Sales Tax & SRB at the rate prescribed under the tax laws of Pakistan, from all payments of successful Bidder.
- f) The bids should be quoted in Pak Rupees inclusive of all applicable taxes. The bids will be treated as final and must be valid for ninety (90) days.
- g) The bidder or one authorized representative shall attend the tender opening meeting, if desired.
- h) Details of Litigation if any, and Affidavit (on the stamp paper) to the effect that the firm has not been black listed by any of the Govt. (Federal or Provincial organization should be enclosed.
- i) BIEK will enter into an agreement with the successful (lowest evaluated) bidder.
- j) BIEK shall disqualify bidders will be blacklisted and their Bid Security will be forfeited.

BIEK reserves the right to reject any or all proposals at any time prior to the acceptance of a bid or proposal as per SPPRA rules.

5. Clarification on Bidding Documents

Bidder(s) requiring any clarification on this bidding document may seek clarification by contacting Superintendent Procurement Wing, Administration General Section during Monday to Friday from 10:30 am to 4:00 pm, prior to five days of the deadline for opening of the bids.

6. Disqualification

Proposals are liable to be rejected if:

- a) Firm have been blacklisted by any organization or in process of blacklisting by BIEK shall be rejected;
- b) Proposals found conditional or incomplete in any respect;
- c) Received later than the appointed / fixed, date and a time;
- d) There is any deviation from the Instructions to Bidders;
- e) Multiple rates are quoted;
- f) Proposals (Financial/Technical) containing unauthenticated amendments /corrections /overwriting);
- g) If the validity of proposal is not quoted as required;
- h) Proposal made through Fax / E-mail / Telex.

7. Payment Schedule

Payment will be made on or after 10th of each month after deduction of all applicable taxes subject to submission of bill(s) along with Satisfactory Certificate, Manual Attendance Sheet duly verified & issued by the concerned officer of the board and Supervisor of the firm on or before 5th of each month. Payment will be made through cross cheque to the firm. The Cheque will post on firm's postal address through courier or will be handed over to authorized person of the firm.

8. Period of Contract

- a. The services required for a period of one year, upon the satisfaction of the Competent Authority of BIEK. In case of unsatisfactory performance, the services of firm will be terminated at any time with one month prior notice.
- b. On satisfactory completion of one year, BIEK can renew the contract for another one year with the mutual consent. Contract extendable up to three years.

9. Performance Security

The successful bidders will furnish a performance security equivalent to **5% (Five Percent)** of yearly Contracted Amount. If the successful bidder (s) fails to provide the required services as per TORs, the Performance Security will be forfeited.

10. E-Stamp Duty

E-Stamp Duty @ 0.35% of the cost of transaction / Work order will be deposited in Government treasury by the Service provider. This paid Stamp Duty challan shall be submitted along with agreement.

11. Arbitration

In case of any difference or dispute arising between the parties relating to the present bid or during the contract period, shall be referred to resolution to the Chairman BIEK or his duly authorized nominee whose decision shall be final and binding on both the parties and cannot be challenged in any court of law.





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SCHEDULE 'A'

TERMS OF REFERENCES (TOR) FOR JANITORIAL SERVICES

1. The successful bidder will provide the janitorial services at BIEK and its following premises:

- 1.1 All Interstice and Parking Areas in BIEK 1.2 Main Building
1.3 All Wash rooms of BIEK & Masjid 1.4 All Roads within the premises

Note: The following sections/areas shall not be included in the scope of Janitorial Services:

- 1) Chairman's Building (2) Confidential & Printing Cell
(3) I.T. Section (4) Office of the Controller of Examinations
(5) Codifiers' Rooms (6) Scripts Rooms.

2. The firm will be deployed such numbers of janitorial staff for such time period along with required materials and equipments as necessary for carrying out a detailed cleaning and maintaining proper level of cleanliness as described by BIEK. The following manpower and required material would be arranged for making all necessary arrangements:

2.1. Required Manpower

S.No.	Description	Quantity	Gender	Age
1.	Supervisor	01	Male	≥ 18 years and ≤ 40 years
2.	Janitor	10	Male	≥ 18 years and ≤ 40 years
3.	Janitor (for female toilets)	01	Female	≥ 18 years and ≤ 40 years
Total Janitors including Supervisors: 12 Staff				

3. WORKING HOURS

- 3.1 From Monday to Saturday, the Supervisor & Janitorial Staff will arrive well before office hours and will ensure cleanliness of all the area sixty (60) minutes prior to usual office timings.
- 3.2 In case of emergency / urgency, BIEK may ask the janitorial staff for early arrival / late departure for which no extra payment shall be made.
- 3.3 The supervisor will report to the designated officer/official of BIEK for the arrival and departure.
- 3.4 A daily duty roster along with checklist for completion of duties will be maintained by the Supervisor for the hourly deployment of janitorial workers to monitor and assess their performance which will be submitted to BIEK accordingly.



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4. DUTIES OF JANITORIAL STAFF

Daily Duties:

- 4.1 Cleaning sweeping and mopping of entire premises, including corridors, staircases and lobbies of all the floors and offices of BIEK (thirty (30) minutes before the office timings).
- 4.2 Sweeping and cleaning of associated wash rooms of the Masjid.
- 4.3 Dry / wet cleaning, sweeping and mopping of all stairs of BIEK.
- 4.4 Dusting of the office appliances installed outside of the rooms.
- 4.5 Cleaning of the premises after each hour till office closing with perfumed phenyl.
- 4.6 Cleaning and washing of toilets, commodes, urinals and washbasin before the office timings and after every regular interval during office hours.
- 4.7 Spray disinfectants in the toilets, urinals in order to kill bacteria, insects.
- 4.8 Cleaning of parking areas, foot paths and lawns.
- 4.9 Vacuum cleaning of all the carpeted rooms twice a week.
- 4.10 Inside cleaning of all the glasses installed at rooms / corridors, blinds and exhaust fans twice a week.
- 4.11 Cleaning, sweeping & mopping of Generator Room and other Common Utility rooms / Stores of all levels.
- 4.12 Removal of cobwebs, dusting and cleaning-of false-Ceiling of toilets of common core area.
- 4.13 Daily collection and disposal of garbage and waste material to KMC / DMC disposal areas on the expenses of Contractor (the successful bidder).
- 4.14 Opening & cleaning of blocked main holes, washbasins and commode etc.

Weekly Duties:

- 4.15 Cleaning of doors/windows/partition glasses, ventilators/outer of electrical appliances and rooftop.
- 4.16 Checking of drains, sewerage lines and pits in order to ensure their proper functioning.
- 4.17 Removing waste materials from offices of BIEK and shifting them into specific area as the case may be.



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5. DUTIES OF THE SUPERVISOR

- 5.1 To ensure the presence of all the staff.
- 5.2 To ensure the availability of material / equipment required for the purpose.
- 5.3 To ensure cleanliness of the general office premises and bathrooms.
- 5.4 He will be responsible for making a duty roster along with checklist for completion of duties on daily basis for the hourly duty of janitorial staff deputed on the washrooms/floors. The daily roster will be verified by the concerned officer of the Board who will give his remarks in the roster on the performance of the Janitorial staff regarding cleanliness of the area/rooms and bathrooms etc.
- 5.5 Supervisor will provide the NICs & details of all the deputed janitorial staff to the designated staff of BIEK.
- 5.6 In case of change of janitorial staff, the supervisor will inform to designated staff of BIEK about it well in advance and will submit CNIC of the new staff.

6. RESPONSIBILITIES OF JANITORIAL FIRM

The Janitorial firm at their own cost will supply following material of standard quality for better cleanliness:

- 6.1 All kinds of cleaning equipment including Sweeping Brush, Mop / Duster, Vacuum Cleaner, Liquid Soap Dispenser, Disposable Plastic Bags (plastic bags to be invariably changed every day).
- 6.2 All the lavatory accessories including liquid soap and other sanitary materials like phenyl, surf, acid & etc.
- 6.3 Supervisor shall provide list of provided material and ensure the availability of stock of all the materials (as mentioned above) at least for a period of one month. The stock can be checked physically at any time by the designated staff & Superintendent, Procurement Wing.
- 6.4 Supervisor shall ensure timely replacement of old / expired material.
- 6.5 The Janitorial firm shall provide and run the services through his employees and will not sublet contract to any other person / firm. In case of subletting, the contract will be cancelled and the Performance Deposit will be forfeited accordingly.
- 6.6 The janitorial firm will ensure that the janitorial staff will be in neat and clean uniform and will also be security cleared by the relevant authorities.

7. SPECIFIC CONDITION

- 7.1. In case of poor service, BIEK may impose cash penalty on the firm upto the extent of 25% of its monthly payment of Janitorial Services.
- 7.2. In case the job not performed as per terms of contract and / or requisite material / manpower is not deputed / employed by the firm and / or any hindrance is created in smooth performance of the job BIEK may engage, at its sole discretion, any other contractor for the job performance and any extra amount in this regard will be recovered from the dues / security deposit of the firm.
- 7.3. During the job in case of any type of breakage, damage or theft done by any Janitorial Staff, BIEK will recover the loss from the security deposit / dues of the firm.
- 7.4. In case of any strike / emergency, the firm will ensure presence of minimum number of staffs required for the cleanliness of the offices of BIEK.
- 7.5. To avoid the leakage of business secrecy, BIEK shall have the right to check credentials of supervisor and Janitorial staff. If, at any stage, it is found that any official secret, whatsoever, is leaked out because of janitorial staff, the sole responsibility for such leakage of secrecy will be that of the firm and the matter will be brought before the Competent Authority of BIEK whose decision in this behalf shall be final.
- 7.6. The successful firm will provide complete bio-data along with police verification of each member of their Janitorial Staff and deposit an attested copy of each one's CNIC with BIEK.
- 7.7. The successful firm will provide uniform once after every three months during the performance of contract with BIEK to the Janitorial Staff who will be bound to perform their duties in proper uniform.
- 7.8. The successful firm will ensure strict compliance of Government rules on the rights and privileges of skilled / unskilled employees including their minimum wages / pay as fixed by the Government and will be solely responsible for and liable to legal action, which the concerned Government department may like to take, in case of any breach or violation of the said rules.
- 7.9. Any extra money or overtime due to any extra conditions, or any other law and order situation, and working on gazetted holidays, shall not be payable by BIEK.
- 7.10. The Security staff of BIEK will check the janitorial staff physically before leaving the premises as per rules. The Security Staff will also check thoroughly the equipment and other belonging / disposable garbage etc. at the exit point of the premises.
- 7.11. BIEK Management reserves the right to terminate the contract without assigning any reason by serving one month notice.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS

1)	The Procuring agency is:	Board of Intermediate Education, Karachi.
2)	The Procuring agency's country is:	Islamic Republic of Pakistan.

2. COUNTRY OF ORIGIN

All countries and territories as indicated in the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government Financed Procurement".

3. RESOLUTION OF DISPUTES

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

4. NOTICES

Procuring agency's address for notice purposes:

Office of the Procurement Wing, Administration General Section, Main Building, 1st Floor, Room No.31, Board of Intermediate Education, Karachi.

5. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. Rejection of the unsatisfactory services.
 - ii. Blacklisting of the firm.
 - iii. Liquidity Damages shall be imposed as per SPPRA Rules.
 - iv. forfeiting of whole security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found.
- c) In case the certain service or services are approved and the Bidder backs out of his commitment on any pretext or fails to provide services or material or complete the job in time or in the required criteria.

6. SUBJECT TO RELEVANT SPPRA RULES, THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation.
- (b) accept or reject all or any bid.

7. TERMS & CONDITIONS

- a) under following conditions bid will be rejected:-
- i. Conditional and telegraphic bids/tenders
 - ii. Bids not accompanied by Bid Security of required amount and form
 - iii. Bids received after specified date and time
 - iv. Bids of Blacklisted firms
- b) Services are required in accordance with agreement after issuance of job order.
- c) Inspection: Nominated Inspection Committee will make inspection of Janitorial & Cleaning Services.
- d) All prices will include all costs of performing the works including labour, material income tax, GST / SRB. Octroi charges. Royalties & transportation etc. as mentioned in the agreement.
- e) No subletting of all or any part of work will be allowed at any cost / reasons
- f) The supplier will discuss with Deputy Secretary, Administration General before quoting the rates.
- g) Services will be delivered at Board of Intermediate Education Karachi as awarded work.
- h) The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest submitted Price" shall be awarded the Procurement Contract subject to Services of the Firm.
- i) The bidder shall provide the material as per approved specifications mentioned in the Contract Award. The material not found in conformity with the approved specifications shall be rejected at the risk & cost of the bidder.
- j) The Contract Award may be assigned at any time during the period of bid validity
- k) The successful bidder shall deposit the Performance Security @ 05% of the value of Contract which is refundable after Ninety days of the satisfactory completion of contract period.
- l) The amount of Performance Security is in addition to the amount of Bid Security which should be deposited by the successful bidder(s). Bid Security shall remain valid for a period of 28 days beyond the validity period for bids, whereas Performance Security shall be released ninety days beyond the date of completion of contract to cover defects liability period subject to final acceptance by the procuring agency.
- m) Placement of Contract Award will be subject to payment of Performance Security.
- n) SPPRA Rules-2010 (Amended) shall strictly be followed.



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TECHNICAL AND FINANCIAL PROPOSAL
TENDER FOR HIRING OF JANITORIAL SERVICES

Note: All rates must be quoted with all Govt. Taxes & keeping in view the required material for services.

S#	Description	Quantity	Gender	Rate (Inclusive all Taxes)	Total Per Month (Inclusive all Taxes)	Total for 12 Months (Inclusive all Taxes)
1	Supervisor	01	Male			
2	Janitors	10	Male			
3	Janitor (for Female Toilets)	01	Female			
Grand Total with all applicable Taxes =						

CONTRACT AGREEMENT

Tender Title: Hiring of Janitorial Services

This AGREEMENT is executed at Karachi on this ____ day of _____, 2026.

BETWEEN

Board of Intermediate Education, Karachi, through its Secretary, having its office at Bakhtiyari Youth Center, North Nazimabad, Karachi (hereinafter referred to as the "Procuring Agency" or "BIEK"), which expression shall, where the context so admits, include its successors and assigns,

AND

M/s. _____, having its registered office at _____ (hereinafter referred to as the "Service Provider"), which expression shall, where the context so admits, include its successors and permitted assigns

WHEREAS

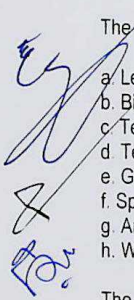
The Procuring Agency invited bids through National Competitive Bidding under **Single Stage – One Envelope Procedure for Hiring of Janitorial Services** for the premises of the Board of Intermediate Education, Karachi

AND WHEREAS the Service Provider, having fulfilled all eligibility and qualification requirements, submitted the bid, which has been accepted by the Procuring Agency for an amount of Rs. _____/- (Rupees _____ Only) (hereinafter referred to as the "Contract Price").

NOW, THEREFORE, THIS AGREEMENT WITNESSETH AS FOLLOWS:

The words and expressions used in this Agreement shall have the same meanings as assigned to them in the Bidding Documents, General Conditions of Contract (GCC), Special Conditions of Contract (SCC), and other Contract Documents.

The following documents shall constitute and be read as an integral part of this Agreement:

- 
- a. Letter of Acceptance / Notification of Award.
 - b. Bid Form and Financial Proposal submitted by the Service Provider
 - c. Terms of Reference (TOR).
 - d. Technical Specifications and Scope of Services.
 - e. General Conditions of Contract (GCC)
 - f. Special Conditions of Contract (SCC).
 - g. Any corrigendum, clarification or amendment issued by the Procuring Agency.
 - h. Work Orders issued during the currency of the Contract.

The Service Provider hereby agrees to provide Janitorial Services strictly in accordance with the Terms of Reference (TOR), Scope of Services, General Conditions of Contract, Special Conditions of Contract, and all other provisions contained in the Bidding Documents to the complete satisfaction of the Procuring Agency.

1. Scope of Services & Material

The Service Provider shall provide Janitorial Services strictly in accordance with the Terms of Reference (TOR), Scope of Services, Technical Specifications and all conditions contained in the Bidding Documents. The Service Provider shall deploy the required manpower, supervisor(s) and provide cleaning equipment, consumables, cleaning chemicals, sanitary materials, machinery and all other materials necessary for proper execution of the services at its own cost throughout the Contract Period, as specified in the TORs.

2. Payment Terms

Payment shall be made on or after the **10th day of each month** after deduction of all applicable taxes, subject to submission of monthly bill(s), Satisfactory Performance Certificate, Manual Attendance Sheet duly verified by the concerned officer of BIEK and Supervisor of the Service Provider on or before the **5th day of each month**. Payment shall be made through Cross Cheque in favour of the Service Provider.

3. Contract Period Validation and Extension

This Contract shall remain valid for a period of One (01) Year from the date of commencement of services. Upon satisfactory performance of the Service Provider, the Contract may be renewed/extended for a period of One (01) Year or for such period as may be approved by the Competent Authority (BIEK), subject to mutual consent of both parties.

The Contract shall be extendable up to a maximum period of Three (03) Years in total, subject to satisfactory performance of the Service Provider, mutual consent of both parties, approval of the Competent Authority (BIEK), and in accordance with the bidding documents and applicable rules.

4. Performance Security

The Service Provider shall furnish a **Performance Security equivalent to Five Percent (05%) of the Annual Contract Price** in the form of Pay Order or Bank Guarantee in favour of the Secretary, Board of Intermediate Education, Karachi before commencement of the services. The Performance Security shall remain valid and shall be released in accordance with the provisions of the bidding documents.

5. Taxes

The Contract Price shall be inclusive of all applicable taxes. The Procuring Agency shall deduct Income Tax, Sales Tax, SRB and all other applicable Government taxes at source in accordance with the prevailing laws of Pakistan.

6. E-Stamp Duty

The Service Provider shall deposit **E-Stamp Duty @ 0.35% of the Contract value** in the Government Treasury and shall submit the paid challan to the Procuring Agency before execution of this Agreement.

7. Termination

The Procuring Agency reserves the right to terminate this Contract by serving **one (01) month's prior written notice** in case of unsatisfactory performance, breach of any terms and conditions of Contract by the firm, failure to provide services in accordance with the Terms of Reference (TORs), or for any other reason as provided in the Bidding Documents. In such event, the Performance Security, wholly or partially, may be forfeited by the Procuring Agency, without prejudice to any other rights or remedies available under the Contract, the SPPRA Rules, 2010 (Amended), or any other applicable law.

8. Dispute Resolution

Any dispute arising out of or in connection with this Agreement shall be resolved in accordance with the applicable provisions of the SPPRA Rules, 2010 (Amended), and shall be referred to the Chairman, BIEK or his authorized nominee, whose decision shall be final and binding upon both parties.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

"Board of Intermediate Education, Karachi"

M/s. _____

NAME: _____

NAME: _____

CNIC# _____

CNIC # _____

Signature: _____

Signature: _____

WITNESS: 1

WITNESS: 2

NAME: _____

NAME: _____

CNIC# _____

CNIC # _____

Signature: _____

Signature: _____



INTEGRITY PACT

Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the company/firm/agency works;

M/s _____, the supplier hereby declares that:

(a) Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the Board of Intermediate Education Karachi or any administrative or financial offices thereof or any other department under the control of the Board of Intermediate Education Karachi through any corrupt practice(s).

(b) Without limiting the generality of the forgoing the company/firm/agency represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the Board of Intermediate Education Karachi directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the Board of Intermediate Education Karachi, except that which has been expressly declared pursuant hereto.

(c) The company/firm/agency/ accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the Board of Intermediate Education Karachi under any law, contract, or other instrument, be stand void at the discretion of the Board of Intermediate Education Karachi.

(d) Notwithstanding any right and remedies exercised by the Board of Intermediate Education Karachi in this regard, company/firm/agency agrees to indemnify the Board of Intermediate Education Karachi for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the Board of Intermediate Education Karachi in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the Board of Intermediate Education Karachi.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

Stamp & Signature



BOARD OF INTERMEDIATE EDUCATION,

**BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700**

SUMMARY OF TURN-OVER OF LAST THREE YEARS		
YEAR-2023-2024	YEAR-2024-2025	YEAR-2025-2026
TOTAL:		

	<i>Rupees In Words</i>	<i>Rupees In Figures</i>
Total cost of the Bid: (as offered by the Bidder)		
3% (three percent) of the Estimated Cost Bid Security (Refundable)		
05% (five percent) amount of the Contracted Amount Performance Security (Refundable)		



BOARD OF INTERMEDIATE EDUCATION,

**BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700**

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Intermediate Education, Karachi.

NAME OF FIRM: _____

ADDRESS OF FIRM: _____

FULL NAME OF CONCERNED PERSON: _____

CNIC NUMBER: _____

POSITION HELD IN: _____

PHONE NUMBER(S): _____

MOBILE NUMBER(S): _____

FAX NUMBER(S): _____

NATIONAL TAX NUMBER: _____

GENERAL SALES TAX NUMBER: _____

STAMP OF THE FIRM: _____

PAY ORDER NUMBER: _____

BANK & BRANCH NAME: _____

DATED: _____

FOR RUPEES: _____

DRAWN: _____

as Bid Security is enclosed herewith.

SIGNATURE WITH DATE: _____



Board of Intermediate Education

Bakhtiar Youth Center, North Nazimabad,
Karachi - 74700

No. BIE/AG/L&N/ 45 /2026

Dated: 11-09-2026

NOTICE INVITING TENDERS

Bids invited through E-Pak Acquisition and Disposal System (EPADS) from reputed / established firms / suppliers / contractors, registered with concerned Tax authorities for the following services.

S No	Tender Title	Cost of Bidding Document	Issuance of documents date	Deadline for submission	Opening of Bid	Method of Procurement	Bid Security
01	Tender for Hiring of Janitorial Services	Rs.3,000/=	18.09.2026 10:00AM TO 02.10.2026 12:00 NOON	02.10.2026 at 02:30 PM	02.10.2026 at 03:00 PM	NCB Single Stage One Envelope	3% of the Estimated Cost

The interest bidders can obtain bidding documents containing terms & conditions, can be downloaded from <https://portalsindh.eprocure.gov.pk/#/> or www.biek.edu.pk and the Tender Documents fee @Rs.3,000/= (Non-refundable) must be submitted in shape of pay order in favor of Secretary, Board of Intermediate Education, Karachi on any working day as per schedule mentioned above.

The preparation of bids must in accordance with the instructions in the bidding documents and the bids must be submitted on EPADS on or before submission deadline as per schedule mentioned above. Bids should be submitted electronically through EPADS and the same in shape of original hardcopy must be submitted in Procurement Wing, Administration General Section, Old Building, 1st Floor, Room No 31 before submission deadline of the Bids. Only those bid will be entertained which is already submitted on EPADS.

All interest bidders must register themselves At EPADS at:
<https://sindh.eprocure.gov.pk/#/supplier/registration>

In case of unexpected announcement of holiday, unforeseen situation, climate changing & disaster in city, the tender will be opened on next working day on the same venue & time as mentioned above

The Bid Security should be submitted in separate envelope in shape of Demand Draft, Pay Order or Bank Guarantee in favor of the Secretary, Board of Intermediate Education Karachi in Procurement Wing, Administration General Section, Old Building, 1st Floor, Room No 31 before deadline as mentioned above

"The Procuring Agency may reject all or any bid subject to the relevant provision of SPPRA rules".

(MUHAMMAD KASHIF SIDDIQUE)
Secretary

Copy to:

1. P.S. to Chairman
2. P.A. to Secretary
3. Guard File

DAWN SUNDAY SEPTEMBER 13, 2026



BOARD OF INTERMEDIATE EDUCATION

Bakhtiyari Youth Center, North Nazimabad, Karachi - 74700

No. BIE/AG/L&N/45/2026
Dated: 11-09-2026

NOTICE INVITING TENDER

Bids invited through E-Pak Acquisition and Disposal System (EPADS) from reputed / established firms / suppliers / contractors, registered with concerned Tax authorities for supply of following goods

S.No	Tender Title	Cost of Bidding Document	Issuance of documents date	Deadline for submission	Opening of Bid	Method of Procurement	Bid Security
01	TENDER FOR HIRING OF JANITORIAL SERVICES	Rs 3,000/-	18.09.2026 10:00 AM TO 02.10.2026 12:00 NOON	02.10.2026 at 02.30 PM	02.10.2026 at 03.00 PM	NCB Single Stage One Envelope	3% of the Estimated Cost

The interested bidders can obtain bidding documents containing terms & conditions, can be downloaded from <https://portal.sindh.eprocure.gov.pk/#/> or www.biek.edu.pk and the Tender Documents fee @ Rs. 3,000/- (Non-refundable) must be submitted in shape of pay order in favor of **Secretary, Board of Intermediate Education, Karachi** on any working day as per schedule mentioned above.

The preparation of bids must be in accordance with the instructions in the bidding documents and the bids must be submitted on EPADS on or before submission deadline as per schedule mentioned above. Bids should be submitted electronically through EPADS and the same in shape of hardcopy must be submitted in Procurement Wing, Administration General Section, Old Building, 1st Floor, Room No. 31 before submission deadline of the Bids. Only those bids will be entertained which is already submitted on EPADS.

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The Bid Security should be submitted in separate envelope in shape of Demand Draft, Pay Order or Bank Guarantee in favor of the **Secretary, Board of Intermediate Education Karachi** in Procurement Wing, Administration General Section, Old Building, 1st Floor, Room No. 31 before deadline as mentioned above.

"The Procuring Agency may reject all or any bid subject to the relevant provision of SPPRA rules".

MUHAMMAD KASHIF SIDDIQUE
Secretary

WORK FOR SINDH JOB PORTAL BY
INFORMATION DEPARTMENT

INT/NT/11/45/2026

INF/KRY No. 4040/2025

Daily KAWISH روزانه

کاوش

آچر 13 سيپٽمبر 2026 ع

هڪ ئي وقت ڪراچي، حيدرآباد ۽ سکر مان شايع ٿيندڙ پهرين سنڌي اخبار

dailykawish Kewish Newspaper @DailyKawish2 The Daily Kawish Newspaper

بورڊ آف انٽرميڊيٽ ايجوڪيشن



بختياري پوٽ سينٽر نارٿ ناظم آباد ڪراچي - 74700

NO.BIE/AG/L&N/45/2026

Dated: 11-09-2026

ٽينڊر گھوڙاڻ لاءِ نوٽيس

هيٺ ڄاڻايل سروس لاءِ واسٽاڊر ٽيڪس اختيارين وٽ رجسٽرڊ ٿيل ساڳ وارن، مستحڪم فرم/مپلائو/ليڪيڊارن کان - E-Pak ايڪيوريشن اينڊ ڊسپوزل سسٽم (EPADS) معرفت واک گھوڙاڻ ٿا.

سمورل نمبر	ٽينڊر جو نالو	واڪ لاڳت	ڪاغذن جو اجراءِ ۽ آخري تاريخ	امائن ٿاڻ آخري تاريخ	واڪ جو ڪوٺڻ ۽ پريڪريشن جو طريقو	واڪ
01	جيڪيٽوريئل سروسز جي هائينگ لاءِ ٽينڊر	3000 رپيا	18-09-2026 صبح 10 وڳي کان 02-10-2026 منجهند 12 وڳي	02-10-2026 منجهند 2:30 وڳي	02-10-2026 NCB سگنل 3-00 ٽيپري وڳي	3% اسٽيج ون ڪيٽل لاڳت جو

دلچسپي رکندڙ واک ڏيندڙ شرطن ۽ ضابطن تي مشتمل واک ڪاغذ، فقط: <https://www.biek.edu.pk> يا portalsindh.eprocure.gov.pk/#/ تان ڏاڻو ڪري سگهجن ٿا ۽ ٽينڊر ڪاغذ في 3000 رپيا (تائيل واپسي) پي آرڊر جي صورت ۾ بحق سيڪريٽري بورڊ آف انٽرميڊيٽ ايجوڪيشن ڪراچي ڪنهن به ڪمر ڪار واري ڏينهن تي مٿي ڄاڻايل پروگرام موجب لازمي جمع ڪرائڻ گهرجن.

واڪن جي تياري واک ڪاغذن ۾ هدايتن سان مطابقت ۾ ڪئي وڃي ۽ واک EPADS تي مٿي ڄاڻايل پروگرام موجب امانت جي آخري تاريخ تي يا ان کان اڳ لازمي جمع ڪرائڻ گهرجن. واک EPADS معرفت اليڪٽرانڪلي جمع ڪرائڻ گهرجن ۽ اصل هارڊ ڪاپي جي صورت ۾ پروڪيورمينٽ ونگ، ايڊمنسٽريشن جنرل سيڪشن، اولڊ بلڊنگ، فرسٽ فلور روم نمبر 31 ۾ واڪن جي آن لائين امانت لاءِ آخري تاريخ کان اڳ لازمي جمع ڪرائڻ گهرجن. فقط لهڻ واڪن تي غور ڪيو ويندو جيڪي اڳواٽ EPADS تي امانتيل آهن.

سمورن دلچسپي رکندڙ واک ڏيندڙن کي EPADS تي <https://sindh.eprocure.gov.pk/#/supplier/registration> تي پائٽرسڊو رجسٽر هئڻ لازمي آهي.

ڪنهن غير متوقع موڪل يا الٽرنٽڊ حالت، شهر ۾ موسمياتي تبديلي ۽ ڊزاسٽر جي صورت ۾ ٽينڊر وريندڙ ڪم ڪار واري ڏينهن تي ساڳئي وقت ۽ هنڌ تي مٿي ڄاڻايل موجب ڪوٺي ويندا.

واڪ سيڪيورٽي پي آرڊر/ دمانڊ ڊرائنٽ يا بيبڪ ڪارٽي جي صورت ۾ بحق سيڪريٽري بورڊ آف انٽرميڊيٽ ايجوڪيشن ڪراچي، پروڪيورمينٽ ونگ، ايڊمنسٽريشن جنرل سيڪشن، اولڊ بلڊنگ، فرسٽ فلور روم نمبر 31 ۾ واڪن جي آن لائين امانت جي آخري تاريخ کان اڳ ڌار لاهي پر لازمي جمع ڪرائڻ گهرجن. پروڪيورمينٽ ايجنسي ايس پي آر آي رولز جي لاڳاپيل قفرن جي شرط سان ڪو به يا سمورا واک رد ڪري سگهي ٿي.

(محمد ڪاشف صديق)

سيڪريٽري

INF/KRY No. 4040/2026

WORK FOR SINDH JOB PORTAL BY INFORMATION DEPARTMENT

www.work4sindh.com