



DIRECTOR ADMINISTRATION
THE UNIVERSITY OF AGRICULTURE PESHAWAR
EMAIL: Shoib@aup.edu.pk

REQUEST FOR PROPOSALS

The University of Agriculture, Peshawar intends to hire the services of the security company/firms for the security of the University premises and invites technical & financial proposals from security companies having valid NTN & KPRA Registration and registered with government of Pakistan, through EPADS on Single-Stage single Envelope procedure.

Sr.No	Description	Submission of Bid	Date & Opening Time
01	Hiring of the Security Company at The University of Agriculture, Peshawar	17.08.2026 10:00 am	17.08.2026 10:30 am

Terms and Conditions

1. E-Bidding documents containing detailed terms and conditions, specification and requirement etc. are available for bidders on E-PADS at <https://www.kp.eppure.gov.pk>, KPRA <https://www.kppra.gov.pk> and University Website <https://www.aup.edu.pk>
2. Technical and financial bids should be submitted through (EPADS). Financial bids should be on monthly basis including all overheads and applicable government taxes.
3. All deployed security guards shall be retired personnel from the Pakistan Army, Police, Frontier Corps (FC), Frontier Constabulary (FC), or other recognized law enforcement agencies with age limit of 50 years.
4. The affidavits in hard form regarding Non-Black Listing/ Bankruptcy (confirming that bidder is not Blacklisted by any Government/Semi Government Organization nor any banking institution), in **(original)** shall be submitted in a separate envelope.
5. The original bid fee receipt Rs.2,000/- (original) per form and CDR (original) of Rs. 100,000/- into Account No. PK26KHYB5317003007797396 "The Bank of Khyber, University of Peshawar, University Campus Branch, Peshawar) shall be submitted in a separate envelope to the undersigned before the closing date
6. Any Information regarding tender may be sought from the Administration office at the University of Agriculture, Peshawar.

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Director Administration

THE UNIVERSITY OF AGRICULTURE PESHAWAR

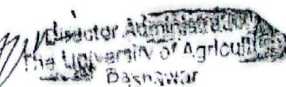
(Ph# 091-9221167)

**TENDER DOCUMENTS FOR THE PROVISION OF SECURITY
COMPANY/FIRM, THE UNIVERSITY OF AGRICULTURE,
PESHAWAR** (1)

Tender Documents advertised on 27/07/2026



For Queries and information if any

S. Norris 
Directorate of Administration
Office 091-9221167



TENDER FORM

(2)

Subject: **TENDER DOCUMENT FOR THE PROVISION OF SECURITY
COMPANY/FIRM AT THE UNIVERSITY OF AGRICULTURE
PESHAWAR**

Total tender cost

Rs. _____

Earnest money in shape of Bank Draft

Rs. 100,000/-

Percentage to be deducted from the bill:

Rs. _____

**Director Admin
The University of Agriculture
Peshawar**

Issued to

M/S. _____
The sum of Rs. _____ is forwarded hereby vide call deposit

No: _____ dated _____ as earnest money, the full value of which is absolutely forfeited to the Vice Chancellor, The University of Agricultural Peshawar or his successor in his office, should I / we in any way default on the supply tendered for and which shall otherwise along with the percentage deducted as specified above be retained from my / our security deposit for the correct execution of the supply as per conditions of the contract.

I/We certify that I/ We have carefully read all the schedule of specifications and conditions of the contract carrying the work tendered for before tendering and hereby agree to abide by the terms and conditions.

Signature of the Bidder

Dated _____

CONTRACT AGREEMENT **PROVISION OF SECURITY SERVICES**

The contract for provision of security guards is made effective from this ____ Day of,

Between

The University of Agriculture, Peshawar (hereafter called the client of the **ONE PART**) and M/S _____ (**Pvt**) LTD (hereafter called the **PARTY** of the other part). Both the **CLIENT** and the **Party** may hereinafter be referred to individually as "**PARTY**" and collectively as "the parties" do hereby affirm as follows:

NOW THEREFORE, in consideration of the payment to be made by the **CLIENT** to the **PARTY**, in accordance with provisions set in the terms and conditions described in Annexure- "A" attached to this contract. The **PARTY** undertake to provide the required number of security staff to the **CLIENT**.

The terms of this contract shall be valid for 01 year from effective date and may be renewed thereafter. Annexure 'A' attached to the contract is by this reference incorporated into and becomes part of single contract between the **CLIENT** and the **PARTY**.

In witness whereof the parties 'have executed this contract on the date as indicated below:

Registrar,
The University of Agriculture

Chief Executive
M/S _____

Annexure – "A"

TERMS AND CONDITIONS FOR PROVISION OF GUARDSName of Firm: **PARTY****SECTION 1: SCOPE OF SERVICE**

S.No	Category	Number	Armed / Unarmed	Duty /Shift Hrs/Day
A	Security Guards	30	Armed with 12 bore/223 bore semi automatic rifle	24 hrs /day (02 Shifts)

List attached

1.2 Guards shall has the following qualities and qualifications:-

- All deployed security guards shall be retired personnel from the Pakistan Army, Police, Frontier Corps (FC), Frontier Constabulary (FC), or other recognized law enforcement agencies.
- Well trained armed forces men to discharge the assigned tasks.
- Good physique and impressive personality
- Height from 5 feet 8 inches to 6 feet.
- Chest 38 to 45 inches
- Weight 70 kg to 80 kg
- Clinically / medically certified not infectious and category "AYE"
- Mentally sharp and capable enough to prepare intelligence report
- Fluently read and write Urdu.
- Character and antecedents certified from police and relevant quarters.
- Neat and clean uniform all the time.
- Below 50 years of age.

1.3 Guards will present the following documents to the Director Administration UAP University for record.

- CNIC
- Original Identification Card issued by PARTY _____
- Service discharge book by armed forces.
- Training and course certificates
- Police verification i.e. security clearance from police department.
- Medical certificate with psychometric test report.

1.4 The PARTY _____ will provide free of cost and maintain in excellent condition, the following security tools from the date of commencement of this agreement/ contract:

- Walkie-Talkie radio sets at least one for each post and three to the Administration of the University that could work in 10 km radius.
- At least one hand held metal detector for each entry post.
- Under vehicle Search (UVS) Mirrors Service where required on main entry.
- New foreign made Shotguns' 12 bore (Repeater) with 25 cartridges for security guards.

1.5 The PARTY _____ shall ensure that all the security tools provided by the firm are in working condition all the times and shall replace any of it in the event of any fault and / or damage. The client/ University shall not be held responsible for any damage caused to the security tools and the same shall be replaced by the PARTY _____ entirely at its own risk and cost.

(5)

1.6 In the event that the PARTY _____ is unable to provide the required number of personnel in the security team under this agreement on any given day, the Client will be entitled to make deduction from the Agency's invoice for that particular month @Rs.2000/- (Two thousand) per shift for non provision of security guard, and Rs.2000/- per shift for non provision of weapon/tools.

1.7 On a written report from client (Director Administration, UAP) unsuitable guard (s) will immediately be replaced by PARTY _____.

1.8 Guards shall be employees of the PARTY _____ and will execute a contract of employment with the PARTY _____ to perform duties for the Client.

1.9 PARTY _____ would be responsible for payment of all sorts of wages, Government dues/taxes, Workman compensation, fringe benefits, social security, group insurance or other benefits payable to their employees as per Government rules and regulations and as per law.

1.10 Guards will be positioned on static or patrolling duties of a point / area indicated/ mutually agreed upon by the University and the Security Agency.

1.11 SOPs and security instructions for deployment of guards will be provided by the client in mutual understanding with PARTY _____. guards will abide by these SoPS / instruction vigorously.

1.12 Guards will directly be under the control of the PARTY _____

SECTION-2 SERVICE AND TERMINATION

2.1 Each guard will perform 12 hours duty per day and non of the deputed security staff will be allowed for double duty/shifts or more than 12 hours as per detail given below:-

- a. Check all sorts of vehicles entering in the University premises for explosives, life threats and to stop theft incidences. In case of any such incidence, will report it to Director Administration, UAP to fix the responsibility.
- b. Maintenance of record of incoming and proceed vehicles.
- c. Obey and implement orders of the Director Administration UAP, issued from time to time, written or verbal.
- d. Patrolling on the designated sites of the University, round the clock.
- e. Stop the entry of unauthorized persons into the university and restricted sites.
- f. Ensure security of moveable and immovable assets/ property of the University.
- g. The guards of PARTY _____ shall ensure strict discipline, a high standard of service and respectful behavior towards the Director Administration UAP, Faculty members, guests, employees and students of the University.
- h. The guards shall wear good quality uniform all the time throughout the contract period. The PARTY shall provide two each pair of complete uniform for summer and winter to guards' with one pair of rain suit and two pairs of shoes.

2.2 The PARTY _____ shall ensure the availability of standby Quick Response Force (QRF) that shall respond in any emergency or additional requirements of the University.

2.3 Client will have the right to demand additional guards, if required, on same terms and conditions and PARTY _____ shall be bound to provide additional guards in the given time. Moreover, if client decides to replace some or all guards, the PARTY _____ shall not claim any additional charges to this effect.

2.4 This Agreement will be enforced for a period of 01 year (extendable from time to time) and may be terminated by either Party, however, for termination of Contract, grace period liable for parties shall be one month for Client and three months for the Security Agency.

2.5 The Guards will be entitled to 04 days leave in a month or one day leave in a week, the reliever will be provided by the _____ at no extra cost to the Client.

SECTION-3 COMPENSATION SCHEDULE

3.1 Security services will be provided at a fixed cost per month as appended below:-

Category

A. Security Guard (Armed) _____

3.2 The PARTY _____ will issue to the client a consolidated invoice by 15th of each month and payment shall be made to the party within 25 days of receipt of invoice to enable the PARTY _____ to disburse the salary in first week of the next month after deducting all sorts of taxes from the total invoice. In any event, the PARTY _____ shall be liable to pay salaries to guards not less than the amount admissible as per Government rules.

3.3 All taxes implemented by the Government from time to time will be deducted from the monthly invoice of PARTY _____ as per rule.

3.4 Payment towards workers insurance, social security and EOBI or any other dues that may become applicable will be paid by the PARTY _____ at no extra cost on the part of the client.

SECTION -4 INSPECTIONS AND DISCIPLINE

4.1 Terms and conditions spelled out in this section will be binding on both the parties' i.e. Client (Director Administration, UAP) and the PARTY _____

4.2 Besides the PARTY _____ the Client will exercise supervision of guards and report any misconduct to the PARTY _____ for prompt remedial measures.

4.3 All inquiries will be conducted jointly to ascertain the actual position and responsibility fix.

4.4 The PARTY _____ and the Client (Director Administration, UAP) will arrange joint surprise checking of guards' minimum once in 24 hours through officers from the regional Office (Peshawar)

SECTION -5 MISCELLANEOUS

5.1 The PARTY _____ will provide landline, cell and fax number of the offices / officer, available and operational for contact round the clock, to the Client.

5.2 The Client will facilitate guards of the party to contact Regional Office (Operations Room) as and when required.

5.3 The Client will provide medical first aid to Guards if any.

4 The PARTY _____ shall indemnify the client and keep the client harmless in so far and to the extent that it is entitled to an insurance indemnity in the circumstances, against any and all losses, claims, expenses or liabilities due to injury or death to employees of the PARTY _____ Which may result from or be incurred while engaged in the services contemplated under this agreement. (7)

5.5 The PARTY _____ agrees to indemnify the Client against all actual losses. As detailed hereinafter, for death. To persons and for loss or damage to property of the Client arising from negligence errors or omissions or default and of infidelity during the period of this agreement and arising out of and in the course of the performance by the PARTY _____ of its obligation under this agreement.

5.6 That it shall be a condition precedent to the payment of any claim to the Client under Clause 5.5 and 5.6 that the negligence, errors, omissions defaults or infidelity on the part of the PARTY _____ or his employees shall have been affirmatively decided by a joint inquiry to be held by two persons, one to be designated by the Client and other by the PARTY _____. Any dispute relating to the interpretation performance or breach of this agreement shall be referred to an Arbitrator to be appointed with the mutual consent of both the parties. The venue of Arbitrator shall be determined mutually by the PARTY _____ and CLINT.

5.7 The CLINT shall not be responsible or liable for any claim for loss of any nature, which arises behind the duties of security guards as specified in this agreement.

5.8 The PARTY _____ shall not replace its security guards deployed at premises without prior intimation / permission of the Client.

5.9 The stamp duty on this contract and duplicate thereof shall be borne by the PARTY _____. The original shall be retained by Client and the PARTY _____ shall retain the duplicate.

SECTION -6 CURRENCY OF CONTRACT

6.1 No claim for any increase by the government during the contract agreement, however in case of renewal, salaries increase if any will be through mutual understanding by both the parties.

6.2 This contract shall continue for 01 year (extendable from time to time) and therefore, until cancelled by either party as per procedure described in clause 2.5 of this contract.

6.3 Contract will come into force as specified. Invoice will commence with effect from the date the first group of guards report for duty.

SECTION -7 ARBITRATION

7.1 In the event of any dispute arising between the PARTY _____ and Client out of or in relevance to this contract, the PARTY _____ and CLINT (Director Administration, UAP) shall attempt in the first instance to resolve such disputes through friendly consultation. If the dispute has not been resolved through consultations within sixty (60) days after one party has served written notice on the other party requesting the commencement of such consultations, then the disputes shall be finally settled by arbitration. The dispute shall be referred for arbitration in the city, chosen through mutual understanding of both parties to a sole arbitrator if one can be agreed upon or two arbitrators (one to be appointed by each party) and an umpire (to be appointed by the arbitrators before their entering upon the reference) in accordance with the Arbitration Act 1940 or any amendment thereto or re-enactment thereof for the time being in force. The arbitration award shall be final and binding on both the parties. The Arbitration fee shall be borne by the losing party or as otherwise provided in the arbitration award.

(8)

a. Address & Contacts of the PARTY.

Telephone No _____ E-mail : Contact Person: _____

Contact Person: 0333-9625046

Signed for and on behalf of client/ UAP	Signed for and on behalf of (PARTY) (Pvt) Ltd.)
Registrar The University of Agriculture, Peshawar	Chief Executive M/s _____