



Provincial Disaster Management Authority

Rehabilitation Department

Government of Sindh

Bidding Document

**PROCUREMENT OF SECURITY
SERVICES (FIRM / COMPANY) FOR
FY 2025-26 (Extendable)**

BIDDING DOCUMENT

PROCUREMENT OF SECURITY SERVICES FIRM / COMPANY FOR THE PREMISES OF PROVINCIAL DISASTER MANAGEMENT AUTHORITY (PDMA) SINDH, INCLUDING HEAD OFFICE KARACHI AND WAREHOUSES AT SUKKUR, JAMSHORO, AND KARACHI

The Provincial Disaster Management Authority (PDMA), Sindh, Rehabilitation Department, Government of Sindh, Karachi, invites e-bids through the E-PAK Acquisition and Disposal System (EPADS), inclusive of all applicable duties and taxes such as Income Tax and Sindh Sales Tax, from eligible bidders for the procurement of security services. The bidding firms must be active taxpayers, duly registered with the Federal Board of Revenue (FBR) and the Sindh Revenue Board (SRB), and possess a valid license/NOC to operate as a security agency. The procurement is for providing security services at the premises of PDMA Sindh for the Financial Year 2025–26 (extendable), in accordance with the Sindh Public Procurement Rules, 2010 (as amended from time to time).

1. Electronic bids must be submitted through EPADS only. Manual bids shall not be accepted. Interested bidders are required to register themselves on the EPADS system at the following link in order to submit electronic bids: <https://sindh.eprocure.gov.pk/#/supplier/registration>.

S.No	Name of Work	Description
01	Procurement of Security Services (Firm/Company) for FY 2025–26 (Extendable)	Approximately fifty (50) security personnel (armed) are required for providing security at PDMA Headquarters, Karachi; PDMA Warehouse, Maripur Road, Karachi; PDMA Warehouse, Jamshoro; and PDMA Warehouse, Sukkur. The number of security personnel may vary as per operational requirements.

2. Ex-servicemen, duly armed with semi-automatic weapons (including rifles and pistols). The bidding firms must be registered with the Securities and Exchange Commission of Pakistan (SECP) or the Registrar of Firms, possess a valid NOC from the Ministry of Interior / Home Department, hold a valid wireless license issued by the Pakistan Telecommunication Authority (PTA), and have active membership with the All Pakistan Security Agencies Association (APSAA). The firms shall also ensure proper trainings and certifications of security guards, availability of mobile response units, and establishment of a centralized control room.
3. Interested eligible bidders may download the detailed bidding documents for the procurement of a Security Services Firm for providing security services, along with the terms and conditions, from the PDMA website (www.pdma.gos.pk) or the SPPRA/EPADS portal (<https://portalsindh.eprocure.gov.pk/#/>) from the date of publication of this NIT until **19.01.2026 at 1500 hours**. A non-refundable tender fee of Rs. 5,000/- shall be submitted through Pay Order / Demand Draft in favor of the **Provincial Disaster Management Fund**. Alternatively, the bidding documents may be obtained from the PDMA Head Office on payment of the same fee.
4. The last date to submit the bids on EPADS is at **19.01.2026 is at 1600 hours**. Bids will be opened in the presence of bidders or their authorized representatives who choose to attend, on the same day at **1630 hours** on **19.01.2026** at the committee room of PDMA Sindh, Plot No 26 C, Main Khayaban-e-Jami, DHA Phase-VII, Karachi.

5. Bids must be submitted along with a Pay Order / D.D/ Bank Guarantee amounting to Rs. 500,000/- as Earnest Money in favor of the **Provincial Disaster Management Fund** and the original bid security and tender fee must be submitted to Assistant Director (P), PDMA HQ Karachi before the time of bid opening.

6. The bids shall be submitted on a Single Stage-Two Envelope basis, as per Rule 46(2) of the Sindh Public Procurement Rules, 2010 (as amended to date). Each bid shall consist of two separate proposals: Technical Proposal and Financial Proposal, to be uploaded separately through the SPPRA-EPADS platform in their respective designated sections.

7. The Procurement Agency reserves the right to reject all or any bid if the forms provided in the bidding document are not duly filled, signed, and stamped by the bidder, or if submitted without the required documents, or if the bids are found not in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date). The Procurement Agency also reserves the right to cancel the entire bidding process as per Section 25 of the Sindh Public Procurement Rules, 2010 (as amended to date).

8. Rates quoted should include all applicable taxes. The technical qualification criteria and terms and conditions are detailed in the bidding document and shall be strictly adhered to. In the event of any holiday, law-and-order situation, or unforeseen mishap, the last date for tender submission and opening shall be extended to the next working day.

9. **Salient features of Single Stage – Two Envelop Procedure are enumerated below: -**

- The bid shall be submitted electronically as a single package containing two separate components: Technical Proposal and the Financial Proposal, each uploaded in their respective designated sections on the EPADS platform.
- Bidders must ensure that the Technical and Financial Proposals are uploaded correctly under the respective headings. Misplacement of documents may result in disqualification.
- Initially, only the Technical Proposals shall be opened and evaluated through the EPADS platform.
- The Procuring Agency shall evaluate the Technical Proposals based on pre-defined criteria, without reference to the Financial Proposals, and shall reject any proposals that do not meet the specified requirements.
- No amendments to the Technical Proposals shall be allowed during the evaluation process.
- The Financial Proposals of only those bidders who are technically qualified shall be opened electronically on EPADS at the time and date communicated in advance to the eligible bidders.
- The Financial Proposals of bidders found technically non-responsive shall remain unopened and shall be treated as invalid within the system.
- The contract shall be awarded to the bidder whose proposal is determined to be the lowest evaluated or best evaluated, as per the method of selection specified in the RFP and SPPRA Rules.

10. **Mandatory Requirements:**

All bids shall be evaluated in accordance with the criteria specified in the bidding documents. Each bidder is required to furnish documentary evidence in support of the evaluation requirements.

- a. Registration with SECP/Registrar of Firms as Private Limited Company/Registered Firm.

- b. NOC from Ministry of Interior / Home Department for running Security Company.
- c. National Tax Number (NTN) Certificate of FBR.
- d. Last three years Financial Audit Reports from Registered Chartered Accountant Firm (2022-23, 2023-24 and 2024-25).
- e. Last three years Bank Statement (2022-23, 2023-24 and 2024-25).
- f. Sales Tax Registration Certificate from concerned Govt. Office/FBR (if applicable).
- g. Registration with Sindh Revenue Board (SRB).
- h. The Security Company should be on Active Taxpayers List of FBR /respective Provincial Revenue Authority (SRB).
- i. Copy of Last three years Annual Tax Returns (2022-23, 2023-24 and 2024-25) filed with FBR.
- j. Certificate of Membership with All Pakistan Security Agencies Association (APSAA) with latest renewal for 2025-26.
- k. Annual turnover above then 100 million.
- l. Security Company must have valid license of PTA for Wireless (Wireless license)
- m. Company/Firm Profile covering all the required technical details as per this bidding document.
- n. Certificate of bank account maintenance from a scheduled bank.
- o. Certificate of Registration with Old Age Benefit Institute (EOBI) and Sindh Employees Social Security Institution (SESSI).
- p. The firm should not be blacklisted (Affidavit on non-judicial stamp paper of Rs.500/- that Bidder must not be: (i) blacklisted by any public sector organization; (ii) debarred by the Procuring Agency till the bid submission deadline; (iii) in bankruptcy or liquidation proceeding; and (iv) convicted of, fraud, corruption, collusion, or money laundering during the last five (5) years.
- q. Pay Order/DD/Bank Guarantee of Rs. 500,000/- issued by any scheduled bank in favor of Provincial Disaster Management Fund shall accompany in the Financial proposal as Bid Security. Failing to do so may result in disqualification.**
- r. Deployment of at least 2000 armed security guards in Pakistan. A Certificate to this effect will be furnished along with details of deployment (Facts may be verified).
- s. A Certificate to the effect that all Security Guards are paid monthly wages, not less than the minimum wages fixed by the Government of Sindh, as per latest budgetary year (2025-26). Any violation at any stage in this regard will render the security company ineligible to work with PDMA Sindh.
- t. The Security Company shall ensure that the guard is well-trained, an ex-serviceman, has a soldierly bearing, is physically and medically fit, and has a clean criminal record & preferably be ex-service man.
- u. The service provider will have held firing practice of each security troop twice in a year.
- v. The company must provide proper summer/ winter dresses to security troops.
- w. The bid prices shall not be in violation of minimum wages set by the Government of Sindh, otherwise PDMA has the right to reject any such bids.

- x. At least 4 x Good Performance Certificates from major clients like (Multinational Companies, Banks, Govt. Organizations, Embassies, Educational Facilities and 5-Star Hotels etc) where Security Company has provided security services.
 - y. The firm must have experience in providing security services to at least three (03) government departments, with a minimum deployment of fifty (50) security guards. Documentary proof of the relevant contracts must be submitted.
 - z. The company must possess valid licenses for all weapons and shall hold valid licenses for at least 1,000 weapons (Provide the details of valid licenses (copy of each valid license) issued to the firm/company).
 - aa. The firm is bound to provide at least 2x automatic weapons along with other weapons if demanded. Valid licenses, along with certificates of issuance for each weapon in the name of the custodian, must be submitted to this office prior to deployment.
 - bb. Affidavit on stamp paper that the documents/facts/details/information submitted to PDMA Sindh are true and liable to be rejected if proven false and, in that case, entire expense on legal proceedings shall be borne by the company.
 - cc. Detail of important clients along with the detail of deployment.
1. Based on the record/documentary evidence submitted by the bidders, each bidder shall be evaluated as per the Technical Evaluation Criteria based on point wise and threshold for qualifying for financial evaluation shall be minimum **70 marks** at **Annex-A**. A Bidder Qualification Report, as required under the bidding documents at **Annex-B**.
 2. The least cost Bid shall be considered for award of contract who have passed the technical criteria.
 3. **If two or more bidders quote the same price in Financial proposal, then the contract will be awarded to the one with highest marks in Technical evaluation.**
 4. Salaries, perks, and privileges of the guards will be governed strictly according to the Government's rules/regulations. Security Company is obliged to Pay the security guards the minimum wages set by the Government of Sindh from time to time. PDMA Sindh would not bear any additional cost on account of enhancement in this regard.
 5. Payment to the successful bidder/ Security Company/ Contractor shall be linked with continuous active taxpayer status. If the successful Bidder/Security Company/ Contract or is not in ATL, no payment shall be made until the Security Company/Contract or appears on ATL of FBR as well as SRB.
 6. Compulsory remittance of Employees Old-Age Benefit Institution (EOBI), Employees Social Security Institution (SESSI) and insurance premium against each individual. Evidence of remittance of insurance premium should be submitted within 2 months of award of security contract.
 7. The Successful Bidder/Security company/Contractor will be responsible to get each guard medically examined by a Registered Medical Practitioner and provide Medical Fitness

Certificate before the deployment of guards and will provide the fresh fitness certificate Whenever requested by the PDMA Sindh Head Office Karachi (without any additional cost).

8. The Successful Bidder/Security Company/Contractor shall also provide character certificates and experience of each guard with verified antecedents by local police before the deployment.
9. Guards provided by the company should not be under age and not more than 45 years of age. Bulky/overweight/skinny/unhealthy/ Smoker or any Drug and Alcoholic addict persons will not be accepted at any condition.
10. The Security Company/Contractor should provide the essential healthcare safety kits e.g. First Aid Box.
11. The guards should be well-trained and well-capable to handle the situation including but not limited to bomb blast, earthquakes, events of fire, public protest, turmoil etc. and active in calling for emergency response team/services without any delay, by taking in confidence the Admin/security in-charge of concerned office.
12. Security guard shall perform duty in two shifts (day and night). All security guards will be entitled for 02 days leave in a month without the deduction of any pay; the security company should provide the reliever guard (at no extra cost to PDMA Sindh) along-with verified character certificate before approving the leave of any guard.
13. The Successful Bidder/ Security Company/Contractor will provide a Hand-held Metal Detector.
14. The successful bidder/ Contractor/Security Company will have to provide ex-Service men, fully equipped and well conversant with security duties and other requirements as mentioned in the security agreement.
15. The Contractor /Security Company will provide Security Guard Services as per Terms & Conditions, to be settled in the shape of Contract/Agreement with PDMA Sindh Head Office Karachi and mentioned in the bidding documents.
16. An agreement will be made between PDMA Sindh and successful bidder / Contractor/Security Company on stamp paper as per applicable government stamp duty.
17. Availability of additional guards (if so required) will be arranged on same day/wherein the absence or emergency situation additional guard must be provided within 1 hour of request.
18. **Bid Validity.** Bids shall remain valid for 90 days after the date of technical bid opening. Bid security will be returned to the unsuccessful bidders not later than expiry of the Bids.
19. **Contract Agreement.** All Terms & Conditions laid down herein shall be part and parcel of the Contract / Agreement. Draft Agreement of Security Services is attached at **Annex-C.** In case of failure to adhere with Terms & Conditions laid down in Contract/Agreement, PDMA reserves the right to cancel the agreement with or without giving notice (depending on nature

of violation of Contract Agreement) and forfeit Performance Guarantee and any amount i.e. service charges etc. due towards the Contractor/Security Company.

20. **Alteration/Modification of Agreement.** The Successful bidder / Contractor Security Company shall reproduce draft agreement provided by PDMA Sindh on stamp paper. The Contractor/Security Company shall not alter/add/delete any article, clause or chapter of the draft agreement. However, Contractor /Security Company may rephrase any clause or chapter with the consent of PDMA Sindh for purpose of clarity, legality or otherwise except where scope of work, Terms & Condition and service charges is not adversely affected against PDMA Sindh.
21. The bids, prepared in accordance with the instructions in the bidding document, must be submitted electronically through the SPPRA EPADS portal by the deadline specified in the NIT.
22. If a Security Company/bidder is already working at any Office/location of PDMA Sindh or worked previously, that firm/Company should produce a performance satisfactory certificate duly issue by Director (Admin)/ any responsible person or Zonal/Regional Head.
23. PDMA Sindh reserves the right to accept or reject all bids as per SPPRA rules 2010.

Technical Evaluation Criteria for Provision of Security Services Firm

Criteria	Max. Marks
a) <u>Performance Profile</u> Good Performance Certificates issued by Major Clients (Multinational Corporations /Govt. Organizations/ Embassies / Banks/ 5- Star Hotels Education facilities , etc.) (05 Mark each certificate)	20
b) Experience of the company 20 years (1 Mark for each year)	20
c) <u>Training of Guards (Firing Range etc.)</u> i. State of the Art own Training Facility (Own / Membership), Specify the name and address and contact details of Training Facility-- (10Marks) ii. Others (05 Marks)	10
d) <u>Training of Security Guards for Fire Extinguishing / Fire Fighting, in the event of fire: (mandatory to provide certificates of training sessions)</u> i. Yes- (10 Marks) ii. No- (0 Marks)	10
e) <u>Centralized 24 / 7 Control Center for Monitoring of Security Services (Provide Address and contact details)</u> i. Yes (5-Marks) ii. No (0-Marks)	05
f) <u>Armed Mobile Response Unit(s), in case of emergency situation: Provide the Type and Vehicle Registration Nos. as proof)</u> i. Equal or more than five mobile units (05Marks) ii. Less than five mobile units (03Marks) iii. No Mobile Units (0Marks)	05
g) <u>Company's Welfare Policies for t h e Guards: (Provide the details of each category)</u> i. Health Cover, Pension and Life Insurance Policy for Guards (20Marks) ii. Health Cover and Life Insurance Policy for Guards (15Marks) iii. Health Cover OR Life Insurance Policy for Guards (10Marks) iv. No Policies (0Marks)	20
h) <u>Strength of Security Guards deployed in Pakistan (Provide the details deployment at the Private Sector / Public Sector)</u> i. More than 2000 Guards (10Marks) ii. Less than 2000 Guards (5Marks)	10
Total Score	100
Minimum Score to Pass for Financial Evaluation	70

Note: Submission of documentary evidences for each evaluation criteria is mandatory for marks allocation.

Assistant Director Procurement

PDMA Sindh Head Office

Karachi Tel No. 021-35318192

FINANCIALPROPSAL

PROVISION OF SECURITY SERVICES FOR (PDMA) SINDH, HEAD OFFICE, KARACHI / WAREHOUSES AT SUKKUR, JAMSHORO AND KARACHI

The monthly rate / total amount for provision of up to fifty (50) Security Guards for Karachi Station, Jamshoro Station and Sukkur Station, inclusive of all payable taxes are quoted below:

Amount (in PKR)

Up to Fifty (50) Armed Security Guards for PDMA Sindh Head Office & Warehouses at Sukkur , Jamshoro and Karachi.			
Description	Amount for 1st Year Of Contract	Amount for 2nd Year Of Contract	Amount for 3rd Year Of Contract
Rate Per Guard (armed) Per Month with taxes			
Amount For 50xGuards (armed) Per Month			
Total Amount of 50xGuards (armed) Each Year with taxes			
Grand Total of Three Years Contract with taxes (2nd and 3rd year contract on the basis of satisfactory performance.			

Note: Escalation of rates should not exceed 10% for each year

Total amount in words:

1st Year of contract: *Rupees* _____

2ndYear of contract: *Rupees* _____

3rdYear of contract: *Rupees* _____

GRAND TOTAL (for 3 years): Rupees _____



GOVERNMENT OF SINDH
REHABILITATION DEPARTMENT
PROVINCIAL DISASTER MANAGEMENT AUTHORITY
BIDDER QUALIFICATION REPORT.
(PROCUREMENT OF SECURITY SERVICES FIRM/COMPANY FOR PDMA)



Annex: - B

The meeting of the Procurement Committee, constituted under notification No. SO-I(Rehab)/3-14/2014/5540, dated: 01.07.2025, issued by the Rehabilitation Department for the works Services & Goods for PDMA Sindh for FY 2025-26, was held on 00.00.0000 at PDMA Head Office Karachi at 0000 hours. The meeting was convened to evaluate the eligibility of the Security Services Firms on the basis of the mandatory requirement criteria prescribed in the bidding documents. The details of the findings are as follows:

Sr.	Evaluation Criteria.	Bidder / Firm	Bidder / Firm	Bidder / Firm
1	The Firm would not be blacklisted on affidavit of non-judicial stamp paper of Rs. 500/- with the conditions mentioned in bidding document			
2	Must have registration at FBR (Active Status) and Registration with SRB (Certificate)			
3	Registration with SECP / Registrar of Firm as Private Limited Company / Registered Firm			
4	NOC from Ministry of Interior for running Security Company.			
5	i. Last three years Financial Audit Report from registered Chartered Accountant Firm (2022-23, 2023-24 & 2024-25) ii. Copy of Annual Tax Returns (2022-23, 2023-24 & 2024-25) filed with FBR. iii. Copy of last three years Bank Statement (2022-23, 2023-24 & 2024-25)			
6	Certificate with Membership with all Pakistan Security Agencies Association (APSAA) with latest renewal for 2025-26.			
7	Security Company must have Valid License of PTA for Wireless (Wireless License)			
8	Certificate of Registration with Employee Old Age Benefit Institute (EOBI) and Sindh Employees Social Security Institution (SESSI)			
9	Bid Security in shape of Pay Order / DD / Bank Guarantee of Rs. 500,000/- and Tender Documents Fee of Rs. 5,000/- issued by any scheduled Bank in favor of Provincial Disaster Management Fund.			
10	Deployment of at least 2000 security guards in Pakistan. A Certificate to this effect will be furnished along with detail of deployment (Facts may be verified).			
11	At least 4 x Good Performance Certificates from major clients like (Multinational companies, Banks, Govt. Organizations, Embassies, Educational facilities and Five Star Hotels etc. where security Company has provided security services.			
12	The Firm must have experience in providing security services to a least (03) three govt. departments (minimum deployment of 50 guards).			
13	The Security company must process valid license for at least 1000 weapons. (Valid license Copies)			
	STATUS OF EVALUATION AS PER BIDDER QUALIFICATION REPORT (QUALIFIED / DISQUALIFIED)	DISQUALIFIED	QUALIFIED	DISQUALIFIED

Member PC

Member PC

Member PC

Member PC

Member PC, Chairman PC

Note:

- i) The bid amount should be inclusive of SRB / GST/all applicable Taxes.
- ii) All columns of the Financial Proposal shall be filled carefully and in case of inapplicability of any amount, “N/A” may be mentioned in the column.
- iii) Upload pay order /D.D/ bank guarantee of Rs.500,000/- issued by scheduled bank in favor of Provincial Disaster Management Fund as Bid Security and submit the original to AD(P) PDMA Sindh before opening of tender.
- iv) Minimum rates of wages notification copy must be attached herewith for proving their rates.
- v) The Security Company, if it is declared as successful bidder, will be required to deposit a **“Performance Guarantee”** equivalent to 5% of the amount of total value of contract for one year through a Pay Order / Bank Draft / bank guarantee issued by any scheduled bank in favor of Provincial Disaster Management Fund within two weeks of Award of Contract/Agreement.
- vi) The Bid Security of the successful contractor will be adjusted against the Performance Guarantee. If the bidder fails to deposit Performance Guarantee within two week of Awarding of the Contract/Agreement, the same shall stand cancelled and the bid security shall be forfeited.
- vii) Performance Guarantee shall be released after the expiry of the agreement subject to issuance of NOC by competent authority of PDMA Sindh Head Office, Karachi.

DRAFT AGREEMENT OF SECURITY SERVICES

This Security Services Agreement (the “**Agreement**”) is made on this day of 2025;

By and between

Provincial Disaster Management Authority, Sindh an Autonomous Body established under NDMA Act 2010, (“PDMA Sindh”) having its Headquarter (HQ) at C-26, Main Khayaban e Jami, DHA Phase-7, Karachi which expression shall, where the context so permits, include its administrators or assigns) of the One Part;

And

M/s (Pvt.) Ltd., a company incorporated under the Companies Ordinance 1984 and having its registered office (hereinafter called “Security Company” which Expression shall, where the context so allows include his /its successors – in -interest, executors, administrators, heirs and permitted assigns) of the **Other Part**;

(If when and where applicable the Party of the One Part and Party of Other Part Shall here in after be collectively referred to as „Parties” and individually as „Party” as the context of this Agreement requires).

WHEREAS;

1. PDMA Sindh is desirous to acquire the Security Services (hereinafter referred to as “Services”) for its head office located at Karachi, HRF Jamshoro, HRF Sukkur and HRF Karachi
2. The Security Company is being engaged in providing of such Services and has agreed to provide these Services to PDMA Sindh on the Terms & Conditions asset for there under.
3. The Security Company represents that it has the fully trained security guards with relevant expertise and holds valid and subsisting licenses/permissions, authorizations / approvals which are / or may be required from the Government of Pakistan in accordance with the highest standards and satisfaction of PDMA Sindh. The Security Company under takes that the Services shall be provided only through the experienced security guards.
4. Upon the basis of the representations and warranties of the Security Company contained herein, PDMA Sindh wishes to procure services of the Security Company to provide their Services in the Province of Sindh.

NOW THEREFORE, for good and valuable consideration the adequacy whereof is hereby confirmed and the mutual benefits to be derived therefrom, the representation and warranties, covenants, conditions and promises contained herein below and intending to be legally bound, PDMA Sindh Head Office and the Security Company hereby agree as follows:

1. SCOPE

Subject to Terms & Conditions of this Agreement and any other stipulation provided in bid documents, the Security Company will provide Security Services / Guards as per mandatory requirements and as prescribed under Bidding Documents, and this Agreement or a sit will be communicated by PDMA Sindh Head Office from time to time to the Security Company.

2. TERM

The Initial Term of the Agreement shall be one (01) years commencing from (Date / month / and ending on year)

(Both days inclusive). This Agreement may be renewed by mutual consent on such terms and for such period or otherwise as may be mutually agreed by the parties" subject to satisfactory performance of the other party in accordance with Sindh Public Procurement Rules, 2010 amended from time to time.

3. RESPONSIBILITIES

3.1 The Security Company shall be fully responsible to provide satisfactory services at **PDMA Sindh** and it will ensure that;

- a. The deployed guards shall be Energetic, smart, well mannered, literate and healthy (ex-Serviceman) with complete uniform and fully conversant with the security principles and must to not perform the double shift duty at PDMA Sindh or any another company/organization after the predefined duty hours. The deployment of Security Guards will be in consultation with the security in-charge of the PDMA Head office.
- b. The Security Guards provided by the security company should not be more than 45 years of age for ex-service man. Bulky/overweight/skinny/unhealthy/Smoker or any Drug and Alcoholic addict guards will not be accepted at any condition.
- c. Daily attendance is marked in the register at the point as well as Daily Attendance sheet for submission to security in-charge of PDMA Sindh Head Office for monthly audit. Representative from the security company should randomly (at least twice in a week) monitor the performance of guards as per the Terms & Conditions and also verify the same on attendance register and meeting with security in-charge of PDMA Sindh.

- d. Each guard on duty has received and understood written instructions for basic duties, including always looking neat and clean and must be dressed up in proper UNIFORM provided by Security Company and always display I.D card and should be active, energetic and fully equipped to discharge his duties.
- e. Each guard is to be issued at least three new uniforms along-with new shoes, and no guard will be allowed washing of their uniform inside the office premises.
- f. The Armed Guards who will be called “Standing Security Guards” are alert, patrolling and vigilant in duty hours. Any mishap will be the entire responsibility of the Security Company under any/all circumstances subject to the completion of all legal proceedings as required by law i.e. Joint Board of Inquiry etc.
- g. Each guard is medically examined by a registered medical practitioner and provided medical fitness certificate. Similarly, the security company shall also provide character certificates of each guard with verified antecedents by local police.
- h. Security Company’s Manager /POC must introduced new or substitute security guard to the in-charge Security of PDMA Sindh Head Office before the deployment along with official deployment letter, Police Verification and copy of valid CNIC.
- i. The directions of the PDMA Sindh Head office from time to time shall be fully complied with.

3.2 In addition to the services to be performed by the Security Company specified here in this Agreement, the Security Company shall be responsible,

- a. To provide at no additional cost to the PDMA Sindh Head Office, supervision of its employees as is necessary to adequately fulfill its obligations under the Agreement.
- b. To ensure that all its employees performing the services specified in the Agreement are physically and medically fit and have no communicable disease and are healthy in all respects to perform duties.
- c. To consider that it is an independent contractor and accordingly is fully responsible for any accident, mishap or injury to its employees or cause by its employee and agrees that neither the PDMA Sindh **nor** any employee of PDMA Sindh will be held liable for either of the above in any manner.
- d. To warrant that in the performance of its obligations under this Agreement it shall comply fully with all laws applicable in Islamic Republic of Pakistan.
- e. To ensure that, the employees of Security Company shall on no account indulge in UNIONISM, and further ensure and confirm that the Security cleared of all the employees who are deployed to provide services under this Agreement. In case any person deployed by the Security Company found guilty of any crime the Security Company shall be fully responsible replace the said guard accordingly with

immediate effects.

- f. For recruitment, discipline and all other service matters of its employee. The Security Company will not in any case use as sub statute any official of **PDMA Sindh Head Office**, regarding their service matter, which is the sole responsibility of Security Company.
- g. When circumstances warrant, that **PDMA Sindh Head Office**, may refuse to accept services from any security guard of Company whose work has been found unsatisfactory or not in accordance with the requirements of this Agreement. In addition, penalties/actions would be initiated in case of unsatisfactory performances and violations that are or equivalent to the ones highlighted below:
 - (i) Amount of Rs.1,000/-per penalty for each guard will be deducted in case of minor violations like not wearing of uniform / late arrivals / negligence, attending guests or visit or seen rudely mannered, leaving office premises in duty hours, etc. "All fines and penalties" will be deducted by PDMA Sindh Head Office, from the monthly payments of the Security Company.
 - (ii) Three consecutive violations of same nature on part of any security Guard will render him unsuitable for performing duties in PDMA Sindh Head Office.
 - (iii) The Security Company would be served with a warning notices with imposing of the penalties. Where in case of persistent violations, offensive behavior, not adhering the instructions, refusing to take responsibility and non-compliance against telephonic/email/in writing complaints, after two consecutive warnings on similar content, the additional penalties may be imposed to Security Company ranged from 5% to 20% of total monthly payment against each additional warning after first two warnings against similar content or non- compliance against any reported issues. Also, PDMA Sindh may terminate this Agreement with immediate effect after three consecutive warnings against serious violations.
 - (iv) Actions like firing of weapons which are not intended for the purpose of defense and in violation of Security Company's license shall lead to termination of this Agreement on immediate basis besides involving other legal proceedings as required.
- h. The process of recruiting, interviewing and hiring employees/guards of Security Company including any actions with respect to alleged discrimination of other employment practices are the sole responsibility of Security Company subject to what has been agreed in this agreement.

4. DEPLOYMENT OF GUARDS

- 4.1 Security Company will deploy Security Guards at the consent of PA at **PDMA Sindh Head**

Office and other offices of PDMA Sindh with two alternate shift.

- 4.2 In case PDMA Sindh requires additional guards, the Security Company shall provide the same according to the requirement on the terms as agreed in the Agreement upon 24 hours" notice.

5. PAYMENTS AND INVOICES

- 5.1 In consideration of rendition of the Services by the Security Company, PDMA Sindh Head Office shall pay the Security Company, charges as specified in **Annexure-A**.
- 5.2 All amounts paid to the Security Company as per Clause 5.1 shall be inclusive of all taxes, levies, duties, and any other deduction related thereto etc. and is acknowledged by the Security Company to be adequate and sufficient consideration for the rendition of Services by the Security Company.
- 5.3 All payments to be made by PDMA Sindh to the Security Company shall be subject to such deductions and with holding as are required by prevailing law which shall be to the account of the Security Company.
- 5.4 The Security Company shall be responsible to pay all the taxes required under prevailing laws and for any necessary with holding of taxes from the salaries of security guards of Security Company. PDMA Sindh will not pay any additional amount during contract period not specified herein and/or bidding documents except for requesting for additional security guards.
- 5.5 The Security Company shall submit its invoice in accordance with the rates/charges specified in **Annexure-A** hereto and PDMA Sindh agrees to make payment under each invoice during the first year of the Agreement by 10th of each month subject to the receipt of such Invoice by the Security Company.
- 5.6 Payment to the Security Company shall be linked with active taxpayer status. If the company is not in ATL, no payment shall be made until the Security Company appears on ATL of FBR/SRB, failing which this Agreement may be terminated.
- 5.7 PDMA Sindh shall not be responsible in any manner to pay either in cash or in kind to other than the amount of salary agreed upon in the Agreement for the total deployed guards agreed to be hired. Monthly wages of the guards will not be less than the minimum wages fixed by the Federal Government of Pakistan or Provincial Governments, as the case may be, from time to time. Any violation at any stage in this regard will render the Security Company ineligible to work with PDMA Sindh.
- 5.8 The Security Company shall be solely responsible for all payments, liabilities and all other obligations of whatsoever nature pertaining to its staff/workers/guards who shall be

deputed for the Services at PDMA Sindh, or may be specified from time to time.

- 5.9 The Security Company shall be bound to have its guards insured against accidents resulting in injury or death in accordance with the Workmen's Compensation Act, 1923 or any other applicable law. The Security Company, in addition to Clause (9), undertakes to fully indemnify and hold harmless the PDMA Sindh against any claims, losses, damages, or expenses in relation to injury or death to any persons or loss or damage to property arising out of the performance of Services here under.
- 5.10 Any additional time/hours of duty which may be treated by law as overtime, shall not be paid by PDMA Sindh, and it shall be sole duty of Security Company.

6. PERFORMANCE GUARANTEE

- 6.1 The Security Company shall deposit a “**Performance Guarantee**” equivalent to 5% of the amount of total value of contract, through a Pay Order/Bank draft issued from any scheduled bank in favor of Provincial Disaster Management Fund within one week of Award of Contract /Agreement. The Bid Security of the Security Company will be adjusted against the Performance Guarantee. If the bidder fails to deposit Performance Guarantee within one week of Awarding of the contract/agreement, the same shall stand cancelled and the bid security shall be forfeited.
- 6.2 Performance Guarantee shall be released after the expiry of the Agreement subject to issuance of NOC by In-charge PDMA Sindh Head Office, Karachi.

7. DUTIES

The Security Company shall be responsible for any and all duties performed by deployed Security Guards at PDMA Sindh Head office Karachi, and warehouse Sukkur Jamshoro and Karachi However, the Guards / Staff deployed by the Security Company shall perform their duties, including but not limited to following;

- a. Prevention of entry in to office premises entrusted to the Security Company any person not authorized by PDMA Sindh or any person who lacks proper identification.
- b. Prevent pilferage of items / equipment / property belonging to PDMA Sindh from the premises of PDMA Sindh Head office which are under charge of Security Company as per written instruction issued by the authorized officer of PDMA Sindh.
- c. Inform concerned authorized officer of PDMA Sindh promptly and accurately in case of any occurrence detrimental to the security of PDMA Sindh premises or any item placed under charge of the Security Company.
- d. To take appropriate action in case of emergencies like:
 - (i) Raising of fire alarm and prompt communication to Fire Brigade and officer

in- charge of the installation and arrange rescue activities.

- (ii) Forced Entry will be promptly reported to the local in –charge of security of PDMA Sindh, Police Station and Control Centre (if any) or in-charge monitoring the security services of the Security Company for appropriate actions.
 - (iii) Law and Order Situation will be promptly reported to the local police station, with the permission of in-charge of security at PDMA Sindh and in-charge monitoring the security services of the Security Company for appropriate action. All entry points shall be closed under such a situation.
 - (iv) To arrange immediate medical coverage of any person injured in the premises.
 - (v) To carry out daily checking of all security lights, entry points and locked premises for their effectiveness during off hours.
 - (vi) To properly brief the relieving guard about any situation concerning security.
- e. The guards will perform duties including security of PDMA Sindh personnel /employees, installation, its property and firefighting (in case of fire).
 - f. It shall be the duty of security guard /staff to take immediate remedial action at the time of any fire incident.
 - g. It shall be the responsibility of security guards to check up firefighting equipment installed in PDMA Sindh Office building/Warehouses/ premises and report to in-charge of Security if found irregularity.
 - h. During the validity of this Agreement, in the event of any loss, theft, or damage to property or personnel due to fire or any other eventuality caused by the negligence of the security guards or staff, the contracting Security Company shall be fully responsible and liable to compensate PDMA Sindh for all such losses.
 - i. The licensed arms provided to the guards must be examined by a qualified armorer.
 - j. Security guards will be granted two days off per month subject to availability of suitable substitute by the Security Company.
 - k. The Security Company will provide a hand-held metal detector at the location(s) given above.
 - l. The Security Company will provide essential health care safety kits e.g. First Aid Box.
 - m. Capable of, and experienced in, coordinating and providing security support during disaster relief operations, such as floods or cyclones, particularly in rural areas of Sindh province.

8. RELATIONSHIP OF PARTIES

- 8.1 This Agreement shall not be interpreted or construed to create an employer employee relationship, an appointment to the service of PDMA Sindh or even a promise to be so appointed, an association, joint venture, partnership or special agency between the parties

or to impose any partnership obligation or liability upon either party.

- 8.2 The persons deployed by the Security Company who perform the services specified in this Agreement shall be the employees of the Security Company and shall not at any time attempt to represent such employees or its offices as employees of the PDMA Sindh. It is understood by the parties that neither the PDMA Sindh nor any officers of the PDMA Sindh are concerned with the terms and conditions of employment and that there is not and shall not be any relationship of employer and employee between the staff of PDMA Sindh and employees of Security Company. The Security Company will be employer of all such persons who perform the services specified in this Agreement. The Security Company shall pay wages to such person and shall control and supervise the work done by them, shall instruct them as to the manner in which the work has to be done by them as may be warranted. The PDMA Sindh shall not interfere with the rights of the Security Company to hire its employee or in the selection or non-selection of any person as its employees subject to the terms contained in this Agreement.
- 8.3 If in the opinion of the PDMA Sindh the presence of any employee/guard/staff of the Security Company of any of his acts of omission or commission are prejudicial to the interests of the PDMA Sindh or any of its officer, PDMA Sindh shall inform the Security Company about such employee where upon it will take immediate action against such employee by replacing him to the entire satisfaction of PDMA Sindh.

9. INDEMNITY

- 9.1 The Security Company shall at all times during the specified period of this Agreement and thereafter indemnify the PDMA Sindh and its officials against all losses and claims for injuries or damage to any person or property arising thereof or in consequence of this Agreement or any of its duties to be performed there under, or any act or omission of any of its employees, and against all claims, demands, proceeding, cost, charges and expense whatsoever in respect thereof or in relation thereto and all litigations, court processes and court cases and all proceedings there under filed or instituted by the personnel employed by the Security Company or any of them collectively or individual lawyer by any other party subject to completion of legal proceedings as required by law.
- 9.2 The Security Company shall obtain from all of its employees who are rendering the services specified in this Agreement, a declaration that they are and shall remain the employees of the Security Company and shall have no obligation of contract with or claim whatsoever against the PDMA Sindh or against any of its officials.

10. CONFIDENTIALITY

- 10.1 The Security Company shall ensure that all of its employees performing services specified in this Agreement shall not at any time during the performance of this Agreement or there after disclose to any person any information as to the affairs of the PDMA Sindh or its offices and as to any other matter which may come to their knowledge by reasons of the performance of the services specified in the Agreement. If in the opinion of the PDMA Sindh there has been any such disclosure the person concerned shall immediately be dismissed from the service by the Security Company upon notice from PDMA Sindh.
- 10.2 The Security Company hereby undertakes to ensure that neither it nor any of its employees, personnel, agents or any other person acting for it and/or on its / his behalf shall at any time whether during the continuance in force of this Agreement or at any time after the termination thereof, divulge or disclose any information or documents whatsoever to any third party or person without the prior written consent of PDMA Sindh.

11. ASSIGNMENTS

- 11.1 This Agreement may not be assigned by the Security Company and the Security Company shall act and shall ensure that its personnel also act in accordance with any instructions that may be given to them by PDMA Sindh from time to time, in verbal form and/or in written form.
- 11.2 The Security Company shall not assign or sub-contract any of its duties or rights under this Agreement, including but not limited to any benefit or interest herein or thereunder, any such assignment or sub-contracting by Security Company shall entitle the PDMA Sindh to terminate this Agreement forth with.
- 11.3 If the Security Company shall make any arrangement with or assignment in favor of its creditors, or amalgamates with any other concern or is taken over, PDMA Sindh shall be entitled to terminate this agreement forthwith upon notice.

12. DISPUTES

All questions, disputes, controversies arising directly or consequent to this Agreement, whether during the term of this Agreement or after the termination or expiry of this Agreement except matters, which are the sole discretion of PDMA Sindh under the terms of this Agreement, shall be settled by mutual negotiations. Should such negotiations fail, at the second stage the matter, as specified herein before subject to said exception shall be referred to the Authority of the PDMA Sindh through Director General PDMA Sindh

Head Office Karachi. In the event of failure of amicable settlement of dispute as above, either party may refer the dispute to Arbitration under the provision of Arbitration Act, 1940 and the rules issued there under.

13. ENTIRE AGREEMENT

This Agreement embodies the entire understanding of the parties hereto on this subject and there are no commitments, terms, conditions or obligation, oral or written, express or implied other than those contained therein. Any variation in this Agreement shall be made in writing with the mutual consent of the parties.

14. FORCEMAJURE

- 14.1 Neither Party shall be held responsible for any loss or damage or failure to perform all or any of its obligations hereunder resulting from a Force Majeure event. For the purpose of this Agreement a “Force Majeure Event” shall mean any cause(s) which render(s) a Party wholly or partly unable to perform its obligations under this Agreement and which are neither reasonably within the control of such Party nor the result of the fault or negligence of such Party, and which occur despite all reasonable attempts to avoid, mitigate or remedy, and shall include acts of God, war, riots, civil insurrections, cyclones, hurricanes, floods, fires, explosions, earthquakes, lightning, storms, chemical contamination, epidemics or plagues, acts or campaigns of terrorism or sabotage, blockades or acts of Governmental Authority after the date of this Agreement.
- 14.2 The Party initially affected by a Force Majeure shall promptly but not later than twenty four (24) hours following the Force Majeure event notify the other of the estimate extent and duration of its inability to perform or delay in performing its duties (“Force Majeure Notification”). Failure to notify within the afore-said period shall disentitle the Party suffering the Force Majeure from being excused for non-performance for the period for which the delay in notification persists. Upon cessation of the effects of the Force Majeure the Party initially affected by a Force Majeure shall promptly notify the other of such cessation.

15. TERMINATION

- 15.1 Notwithstanding anything herein contained, PDMA Sindh shall be exclusively entitled to terminate this Agreement
- a. without advance notice, in case the Security Company is in breach of any of the terms of this Agreement which is not rectified by Security Company within thirty (30) days after receiving written notice from PDMA Sindh, or in case

PDMA Sindh is not satisfied with the Services being provided by the Security guards,

- b. Without cause, by giving fifteen (15) days advance written notice to the Security Company.

15.2 In case of such termination, the Security Company shall only be paid for Services actually rendered up to the date of termination, and any advance payment in respect of Services not performed or in respect of period falling after the effective date of termination shall be refunded by the Security Company.

15.3 PDMA Sindh, shall not, because of expiration or termination of this Agreement, be liable to the Security Company for any compensation, reimbursement, or damages because of the loss or prospective profit or because of expenditures or commitments incurred in connection with the business of the Security Company.

16. MODIFICATION

Any amendment or modification of this Agreement or additional obligation assumed by any of the party will be enforced only after mutual agreement of both the parties.

No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.

17. GOVERNING LAW

The provisions of this Agreement and the rights and obligations hereunder shall be governed by and construed in accordance with the prevailing laws of Pakistan.

IN WITNESS WHEREOF the parties hereto have signed this Agreement on the day of .

Signed on behalf of Security Company

M/s (Pvt.)Ltd.

(Assistant Director-Procurement)

For PDMA Sindh, Karachi

Witness1:

CNIC No.

Witness1:

CNIC No.

Witness2:

CNIC No.

Witness2:

CNIC No.

Payment/Charges

(Fifty (50) Armed Security Guards for PDMA Sindh Head Office Karachi & Warehouses at Karachi, Sukkur and Jamshoro. (Note: Contract is extendable and 2nd and 3rd Year on the basis of satisfactory performance)			
Description	Amount for 1st Year of Contract	Amount for 2nd Year of Contract	Amount for 3rd Year of Contract
Rate Per Guard Per Month with tax			
Amount for 50x Guards Per Month with tax			



PROVINCIAL DISASTER MANAGEMENT AUTHORITY
REHABILITATION DEPARTMENT
GOVERNMENT OF SINDH



PLOT NO. 26-C, MAIN KHAYABAN-E-JAMI,

DHA PHASE-VII, KARACHI.

Phone: 021-35314219, Fax: 021-35318192

TENDER NOTICE

The Provincial Disaster Management Authority (PDMA), Sindh, Rehabilitation Department, Government of Sindh, Karachi, invites e-bids through the E-PAK Acquisition and Disposal System (EPADS), inclusive of all applicable duties and taxes such as Income Tax and Sindh Sales Tax, from eligible bidders for the procurement of security services. The bidding firms must be active taxpayers, duly registered with the Federal Board of Revenue (FBR) and the Sindh Revenue Board (SRB), and possess a valid license/NOC to operate as a security agency. The procurement is for providing security services at the premises of PDMA Sindh for the Financial Year 2025–26 (extendable), in accordance with the Sindh Public Procurement Rules, 2010 (as amended from time to time).

2. Electronic bids must be submitted through EPADS only. Manual bids shall not be accepted. Interested bidders are required to register themselves on the EPADS system at the following link in order to submit electronic bids: <https://sindh.eprocure.gov.pk/#/supplier/registration>.

S.No	Name of Work	Description
01	Procurement of Security Services (Firm/Company) for FY 2025–26 (Extendable)	Approximately fifty (50) security personnel (armed) are required for providing security at PDMA Headquarters, Karachi; PDMA Warehouse, Maripur Road, Karachi; PDMA Warehouse, Jamshoro; and PDMA Warehouse, Sukkur. The number of security personnel may vary as per operational requirements.

3. Ex-servicemen, duly armed with semi-automatic weapons (including rifles and pistols). The bidding firms must be registered with the Securities and Exchange Commission of Pakistan (SECP) or the Registrar of Firms, possess a valid NOC from the Ministry of Interior / Home Department, hold a valid wireless license issued by the Pakistan Telecommunication Authority (PTA), and have active membership with the All Pakistan Security Agencies Association (APSAA). The firms shall also ensure proper trainings and certifications of security guards, availability of mobile response units, and establishment of a centralized control room.

4. Interested eligible bidders may download the detailed bidding documents for the procurement of a Security Services Firm for providing security services, along with the terms and conditions, from the PDMA website (www.pdma.gos.pk) or the SPPRA/EPADS portal (<https://portalsindh.eprocure.gov.pk/#/>) from the date of publication of this NIT until **19.01.2026 at 1500** hours. A non-refundable tender fee of Rs. 5,000/- shall be submitted through Pay Order / Demand Draft in favor of the **Provincial Disaster Management Fund**. Alternatively, the bidding documents may be obtained from the PDMA Head Office on payment of the same fee.

5. The last date to submit the bids on EPADS is at **19.01.2026 is at 1600 hours**. Bids will be opened in the presence of bidders or their authorized representatives who choose to attend, on the same day at **1630 hours** on **19.01.2026** at the committee room of PDMA Sindh, Plot No 26-C, Main Khayaban-e-Jami, DHA Phase-VII, Karachi.
6. Bids must be submitted along with a Pay Order / D.D/ Bank Guarantee amounting to Rs. 500,000/- as Earnest Money in favor of the **Provincial Disaster Management Fund** and the original bid security and tender fee must be submitted to Assistant Director (P), PDMA HQ Karachi before the time of bid opening.
7. The bids shall be submitted on a Single Stage-Two Envelope basis, as per Rule 46(2) of the Sindh Public Procurement Rules, 2010 (as amended to date). Each bid shall consist of two separate proposals: Technical Proposal and Financial Proposal, to be uploaded separately through the SPPRA-EPADS platform in their respective designated sections.
8. The Procurement Agency reserves the right to reject all or any bid if the forms provided in the bidding document are not duly filled, signed, and stamped by the bidder, or if submitted without the required documents, or if the bids are found not in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date). The Procurement Agency also reserves the right to cancel the entire bidding process as per Section 25 of the Sindh Public Procurement Rules, 2010 (as amended to date).
9. Rates quoted should include all applicable taxes. The technical qualification criteria and terms and conditions are detailed in the bidding document and shall be strictly adhered to. In the event of any holiday, law-and-order situation, or unforeseen mishap, the last date for tender submission and opening shall be extended to the next working day.

Note:

In case of any difficulty, prospective bidders may contact the EPADS Helpline at **051-111-137-237** during working days/hours or may coordinate with the undersigned.

ASSISTANT DIRECTOR (P)
Provincial Disaster Management Authority
Sindh (PDMA) Plot No 26 C, Khayaban -e- Jami
DHA Phase –VII, Karachi
Ph: 021-35318192 Fax: 021-35314219



GOVERNMENT OF SINDH
REHABILITATION DEPARTMENT
PROVINCIAL DISASTER MANAGEMENT AUTHORITY (SINDH)
REVISED ANNUAL PROCUREMENT PLAN
(RELIEF ITEMS, GOODS, EQUIPMENT & SERVICES)
FINANCIAL YEAR 2025-26

S.No	Description of Procurement	Quantity (where applicable)	Funds allocated (M)	Source of funds (ADP / Non ADP)	Proposed procurement method	Timing of procurements				Remarks
						1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
1	Hiring of Skilled Manpower (Firm)	1	20M	Non-ADP	Single Stage One Envelope	✓				Services
2	Hiring of Transportation Services & Rescue machinery (Firm)	1	50M	Non-ADP	Single Stage One Envelope	✓				Services
3	Plastic Mat/Chatai	80000	700.51M	Non-ADP	Single Stage Two Envelope	✓				Goods
4	Semi Collapsible Jerry Can	68600		Non-ADP	Single Stage Two Envelope	✓				Goods
5	Portable Toilet Tent	950		Non-ADP	Single Stage Two Envelope	✓				Goods
6	Water Tank (250 Gallons)	700		Non-ADP	Single Stage Two Envelope	✓				Goods
7	Natural Cotton Mattress	140000		Non-ADP	Single Stage Two Envelope	✓				Goods
8	Kitchen Set	18700		Non-ADP	Single Stage Two Envelope	✓				Goods
9	Filtration Unit	400		Non-ADP	Single Stage Two Envelope	✓				Goods
10	Boat 14 ft (Fiber)	5		Non-ADP	Single Stage Two Envelope	✓				Goods
11	OBM 40 HP	10		Non-ADP	Single Stage Two Envelope	✓				Goods
12	Dewatering Set 25 HP (6" DIA)	1		Non-ADP	Single Stage Two Envelope	✓				Goods
13	Dewatering Set 40 HP (8" DIA)	10		Non-ADP	Single Stage Two Envelope	✓				Goods
14	Generator Set 25 KVA	4		Non-ADP	Single Stage Two Envelope	✓				Goods
15	Ration Bags	Framework Contract	180M	Non-ADP	Single Stage One Envelope	✓				Goods
16	Stationary	Framework Contract	6.6M	Non-ADP	Single Stage One Envelope	✓				Goods
17	Computer Stationary / Other Store Tear Gas	Framework Contract	6.25M	Non-ADP	Single Stage One Envelope	✓				Goods
18	Printing & Publications	Framework Contract	3.10M	Non-ADP	Single Stage One Envelope	✓				Goods
19	Entertainment & Gifts	Framework Contract	4.46M	Non-ADP	Single Stage One Envelope	✓				Goods
20	Ghiring of Legal Consultant Firm	1	2M	Non-ADP	Single Stage Two Envelope	✓				Services
21	Hiring of Security Services Firm	1	25.2M	Non-ADP	Single Stage Two Envelope	✓				Services

Assistant Director (Procurement)
 PDMA Sindh



پراونشل ڈیزاسٹر منیجمنٹ اتھارٹی محکمہ بحالی، حکومت سندھ



Ummat
dated

پلاٹ نمبر 26-سی، مین خیابان جانی،
ڈی ایچ اے فیز-VII، کراچی

فون: 021-35314219 فیکس: 021-35318192

نوٹس برائے طلبی ٹینڈر

1۔ پراونشل ڈیزاسٹر منیجمنٹ اتھارٹی (PDMA)، سندھ، محکمہ بحالی، حکومت سندھ، کراچی کو سکایو رتی خدمات کے حصول کے لیے اہل بولی دہندگان سے تمام قابل الطاق ڈیپٹمنٹس اور ایجنسیوں جیسا کہ انکم ٹیکس اور سندھ سیکرٹریٹ سمیت PAK-E ایکزیٹیشن اینڈ ڈسپوزل سسٹم (EPADS) کے ذریعے ای بولیاں مطلوب ہیں۔ بولی لگانے والی فرموں کو فیڈرل بورڈ آف ریسرچ (FBR) اور سندھ ریسرچ بورڈ (SRB) کے ساتھ رجسٹرڈ فعال ٹیکس دہندگان ہونا چاہیے اور ان کے پاس سکایو رتی ایجنسی کے طور پر کام کرنے کے لیے ایک درست لائسنس (این ایس ایف) ہونا چاہیے۔ یہ فریڈرٹی سندھ پبلک پروکیورمنٹ روٹر 2010 (جیسا کہ دہنیا فوٹا ترمیم کی جاتی ہے) کے مطابق پی ڈی ایم اے سندھ کے احاطے میں مانی سال 2025-26 (قابل توسیع) کے لیے حتمی خدمات کی فراہم کرنے کے لیے ہے۔

2۔ تمام بولیاں صرف EPADS کے ذریعے الیکٹرانک صورت میں جمع کروائی جائیں گی۔ ذیلی بولیاں قابل قبول نہیں ہوں گی۔ دلچسپی رکھنے والے بولی دہندگان درج ذیل لنک پر EPADS میں رجسٹریشن کروائیں: <https://sindh.eprocure.gov.pk/#/supplier/registration>

سیریل نمبر	کام کا نام	تفصیل
01	مانی سال 2025-26 (قابل توسیع) کے لیے سکایو رتی سروسز کی فراہمی	تقریباً پچاس (50) مسلح سکایو رتی ایپکارور کار ہیں جو PDMA ہیڈ کوارٹر کراچی، PDMA گودام ماری پور روڈ کراچی، PDMA گودام جاشور اور PDMA گودام ٹھکر میں تعینات کیے جائیں گے۔ ایپکارور کی تعداد ضرورت کے مطابق کم یا زیادہ کی جاسکتی ہے۔

3۔ سابق فوجی ایپکارور نیم خود کار جھیلیروں (بشمول راکٹرو اور پستول) سے لیس ہوں۔ بولی لگانے والی فرموں کو سکایو رتی ایپکارور کمیشن آف پاکستان (SECP) میں رجسٹر ہونا ضروری ہے یا رجسٹر آف فرمز کے پاس وزارت داخلہ، گلہ والہ کا ایک درست NOC ہو جس کے پاس پاکستان نیٹو کیپٹیشن اتھارٹی (PTA) کی طرف سے جاری کردہ ایک درست وائزلیس لائسنس ہو اور آل پاکستان سکایو رتی ایگزیسیو ایسوسی ایشن (APSAA) کے ساتھ فعال ریکرٹ ہو۔ فرموں کو سیکورٹی گارڈز کی مناسب تربیت اور موہل رسپانس یونٹس کی دستیابی اور مرکزی کنٹرول روم کے قیام کو بھی یقینی بنانا ہوگا۔

4۔ دلچسپی رکھنے والے اہل بولی دہندگان سکایو رتی سروسز فرم کے حصول کے لیے شرائط و ضوابط کے ساتھ ساتھ پی ڈی ایم اے کی ویب سائٹ (www.pdma.gos.pk) یا SPPRA/EPADS (<https://portalsindh.eprocure.gov.pk/#/>) سے تفصیلی بولی کی دستاویزات این آئی ٹی کی اشاعت سے 19 جنوری 2026ء پر 3 بجے تک ڈاؤن لوڈ کر سکتے ہیں۔ بنام پراونشل ڈیزاسٹر منیجمنٹ فنڈ 5,000 روپے کی ناقابل واپسی ٹینڈر فیس کا پے آرڈر ڈیمانڈ ڈرافٹ کے ذریعے جمع کرایا جائے گا۔ متبادل طور پر ای فیس کی ادائیگی پر پی ڈی ایم اے ہیڈ آفس سے بولی کے دستاویزات حاصل کیے جاسکتے ہیں۔

5۔ EPADS پر بولی جمع کروانے کی آخری تاریخ 19 جنوری 2026ء بوقت شام 4 بجے ہے۔ بولیاں اسی روز 19 جنوری 2026ء بوقت شام 3:30 بجے پراونشل ڈیزاسٹر منیجمنٹ اتھارٹی، سندھ (PDMA) پلاٹ نمبر 26-سی، مین خیابان جانی، ڈی ایچ اے فیز-VII، کراچی کے کینی روم میں بولی دہندگان یا ان کے مجاز نمائندگان کی موجودگی میں کھولی جائیں گی۔

6۔ ہر بولی کے ساتھ 500,000 روپے بطور اسٹمٹ مٹی (نذرانات) بذریعہ پے آرڈر ڈیمانڈ ڈرافٹ / بینک گارنٹی پراونشل ڈیزاسٹر منیجمنٹ فنڈ کے نام جمع کروانا لازمی ہے۔ اصل بولی ضمانت اور ٹینڈر فیس بولی کھولنے سے قبل اسٹنٹ ڈائریکٹر (P) PDMA ہیڈ کوارٹر کراچی کو جمع کروائی جائے۔

7۔ سندھ پبلک پروکیورمنٹ روٹر 2010 کے ضابطہ (2) 46 کے تحت بولیاں مشکل اسٹیج - دو الفاظ طریقہ کار کے مطابق جمع کروائی جائیں گی۔ ہر بولی میں الگ الگ ٹیکس اور مالی تہا دی شامل ہوں گی جو SPPRA-EPADS کے متعلقہ سیکشن میں اپ لوڈ کی جائیں گی۔

8۔ اگر بولی دستاویزات مکمل، دستخط شدہ اور مہر شدہ نہ ہوں، یا مطلوبہ دستاویزات کے بغیر جمع کروائی جائیں یا قواعد کے مطابق نہ ہوں تو ادارہ کسی بھی یا تمام بولیوں کو مسترد کرنے کا حق محفوظ رکھتا ہے۔ ادارہ سیکشن 25 سندھ پبلک پروکیورمنٹ روٹر 2010 کے تحت ٹینڈر کا مکمل عمل منسوخ کرنے کا اختیار بھی رکھتا ہے۔

9۔ درج کردہ نرخوں میں تمام قابل الطاق ٹیکس شامل ہوں گے۔ ٹیکنیکی معیار، شرائط و ضوابط بولی دستاویزات میں درج ہیں جن پر سختی سے عمل کیا جائے گا۔ کسی بھی سرکاری تعطیل، امن و امان کی صورتحال یا غیر متوقع واقعے کی صورت میں ٹینڈر جمع کروانے اور کھولنے کی تاریخ اگلے ورکنگ ڈے تک بذمادی جائے گی۔

نوٹ: کسی بھی قسم کی دشواری کی صورت میں EPADS ہیلپ لائن 051-111-137-237 پر دفتری اوقات میں رابطہ کیا جاسکتا ہے یا خطہ کنڈو انفر سے رجوع کیا جاسکتا ہے۔

اسٹنٹ ڈائریکٹر (P)
پراونشل ڈیزاسٹر منیجمنٹ اتھارٹی، سندھ (PDMA)
پلاٹ نمبر 26-سی، مین خیابان جانی
ڈی ایچ اے فیز-VII، کراچی
فون: 021-35318192 فیکس: 021-35314219

سیکیورٹی مقرر کی حاصل کردہ و
مذکورہ ثابت لینڈی او جی پی سی ایل
ملک و تیل و گیس جا واپک ڈیجی
کولن لاء پنھنوں طوروشون جاری رکندی
پاکستان جي مضبوط معيشت و قابل

پراونشل بزا ستر مئنيجمينٽ اٿارٽي (PDMA)
محکمہ بحالي حکومت سندھ
پلاٽ نمبر: 26 سي، مين خيابان جامي، ڊي ايڇ اي فيز VII، ڪراچي
فون نمبر: 021-35314219، فيڪس: 021-35318192

ٽينڊر گھراڻن لاءِ نوٽيس

- پراونشل بزا ستر مئنيجمينٽ اٿارٽي (PDMA) سنڌ محڪمہ بحالي، حڪومت سنڌ ڪراچي کي سيڪيورٽي خدمتن جي حصول لاءِ اهل واکه ڏيندڙن کان سمورا قابل اخلاق ڊيولپون و ٽيڪسن جيئن ته انڪم ٽيڪس و سنڌ سيلز ٽيڪس سميت PAK-E اهلويشن اينڊ ڊسپوزل سسٽم (EPADS) جي ذريعي اي واکه گهريل آهن واکه ڏيندڙ فرمن کي فيڊرل بورڊ آف روينيو (FBR) و سنڌ روينيو بورڊ (SRB) سان گڏ رجسٽرڊ فعال ٽيڪس ڏيندڙ هئڻ گھرجن و انهن وٽ سيڪيورٽي ايجنسي جي طور تي ڪم ڪرڻ جي لاءِ هڪ درست لائسنس/ اين او سي به هجي هي خريداري سنڌ پبلڪ پروڪيورمينٽ رولز 2010 (جيئن ته وقت بوقت ترميم ڪئي وڃي ٿي) جي مطابق بي ڊي ايم اي سنڌ جي احاطي و مالي سال 2025-26 (قابل توسيع) جي لاءِ حفاظتي خدمتون فراهم ڪرڻ جي لاءِ آهي.
 - سمورن واکه صرف EPADS جي ذريعي اليڪٽرانڪ صورت و جمع ڪرائيون وڃن. دستي واکه قابل قبول نه هوندا. دلچسپي رکندڙ واکه ڏيندڙ هيٺ ڄاڻايل لنڪ ٻر EPADS و رجسٽريشن ڪرائين: <https://sindh.eprocure.gov.pk/#/supplier/registration>
- | سپرل نمبر | اسامي جو نالو | تفصيل |
|-----------|--|---|
| 01 | مالي سال 2025-26 (قابل توسيع) جي لاءِ سيڪيورٽي سروسز جي فراهمي | تقريبن پنجاھ (50) هٿياربند سيڪيورٽي اهلڪار گهريل آهن جيڪي PDMA هيڊ ڪوارٽر ڪراچي، PDMA گودام مارچپور روڊ ڪراچي، PDMA گودام ڄامشورو و PDMA گودام سکر و مقرر طفا وڻندل اهلڪارن جي تعداد ضرورت جي مطابق گھٽ يا وڌ ڪري سگھجي ٿي. |
- سابق فوجي اهلڪار تيمر خودڪار هٿيارن (بشمول رائلٽز و پستول) کان ليس هجن واکه لڳائڻ وارين فرمن کي سيڪيورٽيز اينڊ ايڪسچينگ ڪميشن آف پاڪستان (SECP) و رجسٽرڊ هئڻ ضروري آهي يا رجسٽرار آف فرمز وٽ وزارت داخله محڪمہ داخله جو هڪ درست NOC هجي جنهن وٽ پاڪستان ٽيلي ڪميونيڪيشن اٿارٽي (PTA) جي طرفان جاري طيل هڪ درست وائريلس لائسنس هجي و ال پاڪستان سيڪيورٽي ايجنسيز ايسوسيئيشن (APSAA) سان گڏ فعال رڪنيٽ هجي. فرمن کي سيڪيورٽي گارڊز جي مناسب تربيت و سوبائل ريسپانس يونٽس جي دستيابي و مرڪزي ڪنٽرول روم جي قيام کي به يقيني بڻائڻو هوندو.
 - دلچسپي رکندڙ اهل واکه ڏيندڙ سيڪيورٽي سروسز فرم جي حصي جي لاءِ شرط و ضابطن سان گڏ بي ڊي ايم اي جي ويب سائيٽ: (www.pdma.gos.pk) يا (<https://sppra/EPADS>) پورٽل (portalsindh.eprocure.gov.pk/#/) کان تفصيلي واکه دستاويزات اين آءِ تي جي اشاعت کان 19 جنوري 2026 منجهند 3 وڳي ٽائين ڊائون لوڊ ڪري سگھن ٿا. نالي پراونشل بزا ستر مئنيجمينٽ فنڊ 5000 رپيا جي ناقابل واپسي ٽينڊر فيس جو بي آرڊر/ ڊمانڊ ڊرافٽ جي ذريعي جمع ڪرايا ويندا. متبادل طور تي انهيءَ فيس جي اڻاڻڪي تي بي ڊي ايم اي هيڊ آفيس کان واکه جي دستاويز حاصل ڪري سگھجن ٿا.
 - EPADS تي واکه جمع ڪرائڻ جي آخري تاريخ 19 جنوري 2026 وقت شام 4:00 وڳي واکه انهيءَ ڏينهن 19 جنوري 2026 وقت شام 4:30 وڳي پراونشل بزا ستر مئنيجمينٽ اٿارٽي سنڌ (PDMA) پلاٽ نمبر 26- سي خيابان جامي، ڊي ايڇ اي فيز VII، ڪراچي جي ڪميشني روم و واکه ڏيندڙن يا ان جي مجاز نمائندن جي موجودگيءَ و کوليا ويندا.
 - هر واکه سان گڏ 500000 رپيا بطور ارنسٽ مني (زرو ضمانت) ٻڌندي بي آرڊر/ ڊمانڊ ڊرافٽ/ بينڪ گارنٽي پراونشل بزا ستر مئنيجمينٽ فنڊ جي نالي جمع ڪرائڻ لازمي آهي. اصل واکه ضمانت و ٽينڊر فيس واکه کولڻ کانپوءِ اسسٽنٽ ڊائريڪٽر (P)، PDMA هيڊ ڪوارٽر ڪراچي کي جمع ڪرائي وڃي.
 - سنڌ پبلڪ پروڪيورمينٽ رولز 2010 جي ضابطن (2) 46 جي تحت واکه سنگل اسٽيج- به لافا طريقيڪار جي مطابق جمع ڪرايا ويندا هر واکه و آڱ ٽو آڱ ٽيڪنيڪي و مالي تجويزون شامل هونديون جيڪي SPPRA-EPADS جي متعلق سيڪشن و اپ لوڊ ڪيون وينديون.
 - اگر واکه دستاويزات مڪمل صحيح ٿيل و مهر لڳل نه هوندا يا گهريل دستاويزات جي بغير جمع ڪرائي وڃي يا قاعدي جي مطابق نه هجن ته ادارو ڪنهن به يا سمورن واکن کي رد ڪرڻ جو حق محفوظ رکي ٿو. ادارو سيڪشن 25 سنڌ پبلڪ پروڪيورمينٽ رولز 2010 جي تحت ٽينڊر جو مڪمل عمل منسوخ ڪرڻ جو اختيار به رکي ٿو.
 - ڄاڻايل قيمتن و قابل اخلاق ٽيڪس شامل هوندا. ٽيڪنيڪي معيار شرط و ضابطا واکه دستاويزات و درج آهن جن تي سختي سان عمل ڪيو ويندو. ڪنهن به سرڪاري موڪل امن و امان جي صورتحال يا غير متوقع واقعي جي صورت و ٽينڊر جمع ڪرائڻ و کولڻ جي تاريخ ايندڙ ڪم ڪار وارو ڏينهن ٽائين وڌائي ويندي.
 - نوٽ: ڪنهن به قسم جي مشڪل جي صورت و EPADS هيٺ لائين 237-051-111-137 تي آفيس وقت دوران رابطو ڪري سگھجي ٿو يا صحيح ڪندڙ آفيسر سان رابطو ڪري سگھجي ٿو.

اسسٽنٽ ڊائريڪٽر (P)
پراونشل بزا ستر مئنيجمينٽ اٿارٽي، سنڌ (PDMA)
پلاٽ نمبر C-26، خيابان جامي، ڊي ايڇ اي فيز VII، ڪراچي
ٽيليفون نمبر: 021-35318192، فيڪس: 021-35314219
INF-KRY.NO.4543/2025

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**PROVINCIAL DISASTER
MANAGEMENT AUTHORITY
REHABILITATION DEPARTMENT
GOVERNMENT OF SINDH**



**Business
Recorder
Dated
2/1/26**

PLOT NO. 26-C, MAIN KHAYABAN-E-JAMI,
DHA PHASE-VII, KARACHI.

Phone: 021-35314219, Fax: 021-35318192

TENDER NOTICE

1. The Provincial Disaster Management Authority (PDMA), Sindh, Rehabilitation Department, Government of Sindh, Karachi, invites e-bids through the E-PAK Acquisition and Disposal System (EPADS), inclusive of all applicable duties and taxes such as Income Tax and Sindh Sales Tax, from eligible bidders for the procurement of security services. The bidding firms must be active taxpayers, duly registered with the Federal Board of Revenue (FBR) and the Sindh Revenue Board (SRB), and possess a valid license/NOC to operate as a security agency. The procurement is for providing security services at the premises of PDMA Sindh for the Financial Year 2025–26 (extendable), in accordance with the Sindh Public Procurement Rules, 2010 (as amended from time to time).
2. Electronic bids must be submitted through EPADS only. Manual bids shall not be accepted. Interested bidders are required to register themselves on the EPADS system at the following link in order to submit electronic bids:
<https://sindh.eprocure.gov.pk/#/supplier/registration>.

S.No	Name of Work	Description
01	Procurement of Security Services (Firm/Company) for FY 2025-26 (Extendable)	Approximately fifty (50) security personnel (armed) are required for providing security at PDMA Headquarters, Karachi, PDMA Warehouse, Maripur Road, Karachi, PDMA Warehouse, Jamshoro, and PDMA Warehouse, Sukkur. The number of security personnel may vary as per operational requirements.

3. Ex-servicemen duly armed with semi-automatic weapons (including rifles and pistols). The bidding firms must be registered with the Securities and Exchange Commission of Pakistan (SECP) or the Registrar of Firms, possess a valid NOC from the Ministry of Interior / Home Department, hold a valid wireless license issued by the Pakistan Telecommunication Authority (PTA), and have active membership with the All Pakistan Security Agencies Association (APSAA). The firms shall also ensure proper trainings and certifications of security guards, availability of mobile response units, and establishment of a centralized control room.
4. Interested eligible bidders may download the detailed bidding documents for the procurement of Security Services Firm for providing security services, along with the terms and conditions, from the PDMA website (www.pdma.gos.pk) or the SPPRA/EPADS portal (<https://portalsindh.eprocure.gov.pk/#/>) from the date of publication of this NIT until 19.01.2026 at 1500 hours. A non-refundable tender fee of Rs. 5,000/- shall be submitted through Pay Order / Demand Draft in favor of the Provincial Disaster Management Fund. Alternatively, the bidding documents may be obtained from the PDMA Head Office on payment of the same fee.
5. The last date to submit the bids on EPADS is at 19.01.2026 is at 1600 hours. Bids will be opened in the presence of bidders or their authorized representatives who choose to attend, on the same day at 1630 hours on 19.01.2026 at the committee room of PDMA Sindh, Plot No 26-C, Main Khayaban-e-Jami, DHA Phase-VII, Karachi.
6. Bids must be submitted along with a Pay Order / D.D/ Bank Guarantee amounting to Rs. 500,000/- as Earnest Money in favor of the Provincial Disaster Management Fund and the original bid security and tender fee must be submitted to Assistant Director (P), PDMA HQ Karachi before the time of bid opening.
7. The bids shall be submitted on a Single Stage-Two Envelope basis, as per Rule 46(2) of the Sindh Public Procurement Rules, 2010 (as amended to date). Each bid shall consist of two separate proposals: Technical Proposal and Financial Proposal, to be uploaded separately through the SPPRA-EPADS platform in their respective designated sections.
8. The Procurement Agency reserves the right to reject all or any bid if the forms provided in the bidding document are not duly filled, signed, and stamped by the bidder, or if submitted without the required documents, or if the bids are found not in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date). The Procurement Agency also reserves the right to cancel the entire bidding process as per Section 25 of the Sindh Public Procurement Rules, 2010 (as amended to date).
9. Rates quoted should include all applicable taxes. The technical qualification criteria and terms and conditions are detailed in the bidding document and shall be strictly adhered to. In the event of any holiday, law and-order situation, or unforeseen mishap, the last date for tender submission and opening shall be extended to the next working day.

Note: In case of any difficulty, prospective bidders may contact the EPADS Helpline at 051-111-137-237 during working days/hours or may coordinate with the undersigned.

ASSISTANT DIRECTOR (P)
Provincial Disaster Management Authority
Sindh (PDMA) Plot No 26 C, Khayaban -e- Jami
DHA Phase -VII, Karachi
Ph: 021-35318192 Fax: 021-35314219

