



**GOVERNMENT OF PAKISTAN**  
**PAKISTAN ELECTRONIC MEDIA**  
**REGULATORY AUTHORITY**

**Hiring of Services**

Sealed bids are invited from well reputed GST & NTN registered Companies / Firms for hiring the services for Rodent Control at PEMRA Headquarters, Mauve Area, G-8/1, Islamabad.

Tender Documents along-with Terms & Conditions can also be collected from the undersigned 11:00 am to 05:00 pm on any working day on payment of **Rs. 1000/- (Non-Refundable)** in the form of DD/PO/CDR drawn in favour of PEMRA.

Each bidder shall have to submit 2% of the total bid amount as Earnest Money in the form of DD/PO/CDR drawn in favour of PEMRA along-with sealed bids. Bids without earnest money shall be out-rightly rejected.

Sealed envelope addressed to the Deputy General Manager (Admin-II) shall be submitted before 11:00 am on 13/10/2020 which shall be opened on same day in the presence of participating bidders at 11:30 am, at PEMRA Headquarters Islamabad.

PEMRA reserve the right to accept or reject any or all bids prior to the acceptance as per PPRA rules.

For any further information / query, the undersigned can be contacted.

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**Deputy General Manager (Admin-II)**  
Pakistan Electronic Media Regulatory Authority  
2nd Floor, Mauve Area, G-8/1, Islamabad.  
Phone No. 051-9107116  
[www.pemra.gov.pk](http://www.pemra.gov.pk)



ToR's for Qualification of Firms / Companies etc.  
for the Hiring of Services for Rodent Control at  
Pakistan Electronic Media Regulatory Authority,  
Islamabad.

[www.pemra.gov.pk](http://www.pemra.gov.pk)

Mauve Area, G-8/1, PEMRA  
Headquarters, Islamabad.

Tel: 051-9107116

## TERMS & CONDITIONS

- i. Each bidder/ supplier must submit 2% of the tendered cost / quoted amount as earnest money in the shape of Pay Order or Bank Draft in favour of “PEMRA”. Earnest money of successful bidder shall be retained during the bid validity period i.e. 30<sup>th</sup> June, 2021. Previous deposited earnest money for any other tender shall not be acceptable for this tender.
- ii. Only valid NTN and Sales Tax Registered Firm / companies / suppliers having at least 3 to 5 years’ experience in the field of rodent control services can participate in the Bidding process (attested copies of Certificates) may be attach.
- iii. List of client (past / existing) where the firm / company is providing rodent control services
- iv. Client certificate / experience letters
- v. Single stage one envelopes will be adopted for bidding procedure.
- vi. The prices / rates shall remain valid for the financial year 2020-21 (ending on 30<sup>th</sup> June 2021).
- vii. All the interested bidders shall provide bank statement for the last three year, at least.
- viii. 01 year agreement shall be signed between PEMRA & successful firm / bidders and can be extended for another one / two years with mutual consent subject to satisfactory performance.
- ix. The prices shall be clearly mentioned without GST and all other applicable taxes at the rates prescribed under laws of Pakistan. The unit / lot cost must be clearly mentioned as per given format in each category.
- x. All payments shall be released in favour of the successful bidder(s) / supplier(s).
- xi. All Government taxes / levies shall be deducted at source at the time of releasing payments.
- xii. No advance payment shall be made to the successful bidders(s).
- xiii. The bids shall be in English Language.
- xiv. Earnest money of successful bidder shall be retained till the warranty / support period.
- xv. In case of cancellation of Supply Order due to default of the supplier, the earnest money shall be  
Forfeited in favour of PEMRA.

- xvi. Bids shall remain valid for Financial Year 2020-21, from the date of opening of Proposal, and, any raise in dollar/foreign currency against Pakistani rupees shall not be applicable, and, any increase in price shall be borne by the Bidder.
- xvii. PEMRA shall not bear transportation/carriage charges.
- xviii. The bids Shall be submitted in sealed envelope addressed to Deputy General Manager (Admin-II), PEMRA Headquarters, 1<sup>st</sup> Floor, Mauve Area, G-8/1, Islamabad, before 11:00 hours on 13/10/2020
- xix. In order to make the process easy and transparent, name of the items for which bid(s) is/are to be made, shall be clearly mentioned on the right top of the envelop.