

**National ICT R&D Fund  
Tender Notice**

**No ICT R&DF/Janitorial /2011-12/0039**

**Provision of Janitorial Services**

Sealed Tenders are invited from registered resourceful and experienced Janitorial service provider agencies for cleaning of office premises of National ICT R&D Fund during financial year 2011-12.

Interested parties are requested to submit their offers on the prescribed format.

**Terms & Conditions:**

1. During agreed period, the successful firm will be responsible for un interrupted services of janitorial/ cleanliness in all working days.
2. One cleaner will remain in the office premises for eight working hours on daily basis starting from 8:00 A.M.
3. Agency will be responsible for providing vacuum cleaner and other necessary items of cleaning.
4. National Tax Number/General Sales Tax registration number issued by the respective Departments should be quoted in the bid.
5. Payment would be made on monthly basis upon submission of invoice.
6. All Government applicable taxes will be deducted from the supplier's payment.
7. The quoted rates will remain valid up to 30<sup>th</sup> June 2012.

Tender document can be downloaded from the websites [www.ictrdf.org.pk](http://www.ictrdf.org.pk) or [www.ppra.org.pk](http://www.ppra.org.pk)

Quotations in sealed envelopes clearly mentioned on top as "Tender for Janitorial Services" must reach the office at the address given below by 28<sup>th</sup> June 2011 at 12:00 noon and will be opened on the same day at 12.30 p.m in the presence of bidders/authorized representatives at the same address.

Manager HR & Admin  
6<sup>th</sup> Floor, HBL Tower  
Jinnah Avenue, Blue Area  
Islamabad  
Ph: 051-9215360-5 Ext: 104  
Fax: 051-9215366