



**TRADE DEVELOPMENT AUTHORITY OF PAKISTAN  
KARACHI**



**TENDER NOTICE  
(FOR SERVICES OF SECURITY AGENCY)**

1. Trade Development Authority of Pakistan (TDAP) requires the services of Security Agency (**Income Tax & Sales Tax Registered**) to ensure the internal / external-security of the premises.
2. Detail of security requirements and other related information / documents can be obtained from the office of the undersigned between 10:00 a.m. to 02:00 p.m. on any working day.
3. Applications from interested Security Agencies, **licensed by Govt. of Pakistan**, complete in all respects should be supported with following documents / information: -
  - i. Name of firm / company with location of Head Office, Branch Offices; its status, address, telephone number (s), fax number (s)
  - ii. Experience of similar work over last five years with list of major clients.
  - iii. List of key personnel including names and addresses of Partners, Managers and Directors.
  - iv. Detail of operational staff and their qualifications and experience including the total strength of each operational wing / Department.
  - v. Valid license, No Objection Certificate and other permits, applicable under the relevant laws for providing such services.
  - vi. Registration / pre – qualification with other departments / organizations along with documentary proof.
  - vii. Financial Soundness Certificate, bank statement for at least 12 months.
  - viii. Affidavit to the effect that the firm is not blacklisted and is not in litigation with any organization / department, private or public.
  - ix. Any other relevant information, which the firm intends to submit.
4. Interested Security Agencies / Companies / Firms will submit their Technical & Financial proposals in separate envelopes clearly marked as "Financial Proposal" & "Technical Proposal" in bold and legible letters to avoid confusion.
5. Sealed tender documents will be submitted till 11:00 a.m. on 19<sup>th</sup> November 2007 in the office of the undersigned and will be opened on the same day at 12:00 Noon, in the presence of representatives of participating Agencies / Companies / Firms.
6. TDAP reserves the right to accept / reject any or all applications without assigning any reason.

(Muhammad Farooque)  
Asst Dir (GA – II)  
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