



Government of Pakistan  
**PAKISTAN TELECOMMUNICATION AUTHORITY**  
Office of the Zonal Director Rawalpindi  
House No. 161 St # 9 Chaklala Scheme 3, Rawalpindi  
Tel: 051-5766402 Fax: 051-5766403  
ULR: [www.pta.gov.pk](http://www.pta.gov.pk)



## TENDER NOTICE

Tender No. /Admin/15

**Provision of Security Guard Services** at PTA Zonal Office, Rawalpindi

Sealed bids are invited from reputed registered Security Companies which are holding valid license from Ministry of Interior, Islamabad and Home Office, Govt. of Rawalpindi for providing security guards services for key points/sensitive installations & Govt. Offices/buildings/ properties. The company should provide security guards retired from Pak. Army, Rangers, Mujahid Force, FC, Coastal Guards at PTA Zonal Office, House No. 161 St # 9, Chaklala Scheme-III, Rawalpindi for a period of one year (extendable on satisfactory performance), subject to terms and conditions specified in the "Tender Documents". Bidding Documents can be collected from the office of the undersigned on cash payment of Rs.500/- (Non-refundable) during working hours till 1000 hours 04th August, 2015. Same can also be downloaded from PTA website ([www.pta.gov.pk](http://www.pta.gov.pk)) for which Rs.500/- would be paid at the time of participation/ submission of bids.

### TERMS AND CONDITIONS

1. Sealed bids should reach in the office of the undersigned by 1000 hours 4th August, 2015 by hand or through registered post.
2. The bids will be opened by the purchase committee in the presence of bidders or their representatives at 1000 hours in the PTA Zonal Office, House No. 161 St # 9, Chaklala Scheme-III. Rawalpindi on the same day.
3. The envelope containing the bids should be marked as "SEALED BID".
4. Any bid without 5% Earnest Money of the bid value in shape of bank draft/pay order in favor of Pakistan Telecommunication Authority, Islamabad will not be considered.
5. Conditional tenders or tender without Earnest Money will not be accepted.
6. Copies of NTN & GST certificate should be attached with the bid.
7. PTA reserves the right to accept or reject any or all offers as per PPRA rules.
8. This tender notice is also available on PPRA website i.e. [www.ppra.org.pk](http://www.ppra.org.pk)

Zonal Director, Pakistan Telecommunication Authority, Zonal  
Office, House No. 161 St.# 9 Chaklala Scheme-III,  
Rawalpindi  
Ph: 051-5766402



## Tender Documents

### HIRING OF SECURITY SERVICES FOR PTA ZONAL OFFICE RAWALPINDI

Pakistan Telecommunication Authority (PTA) hereby invites tenders, for hiring of Security Services, as per Annex-I & II, for PTA Zonal Office , House No. 161 St # 9, Chaklala Scheme-III , Rawalpindi.

**General Terms and Conditions:**

1. The bidder should submit a single package containing two separate sealed envelopes. One envelope should contain the Pre-qualification Proposal and the other envelope should contain the Financial Proposal, both be marked as “PRE-QUALIFICATION PROPOSAL” and “FINANCIAL PROPOSAL” respectively.
2. The firm should be registered with Income Tax Department (Registration Number should be clearly mentioned and valid documentary evidence be attached).
3. The firm should have a minimum of ten (10) years experience of similar assignment and should have a proper setup/office at Rawalpindi/Islamabad.
4. The bidder will be required to submit a Pay Order / Bank draft for a sum equivalent to 5% of the total value of the contract of the first year, as earnest money in favor of PTA
5. The firm must be a license holder.
6. Sealed tenders are required to be delivered to the office of the undersigned by 1000 hours 4th August, 2015.
7. The Bid Opening Committee of PTA will open the Pre-qualification proposals (**Annex-I**) in the first instance for evaluation per criteria given at **Annex-III**, on 1000 hours 4th August, 2015 in the presence of the bidders or their authorized representatives, who may like to be present. Bids not accompanied by the documents at serial. No. 2 & 4 above shall be declared Non-Responsive and their Financial Proposals will be returned un-opened.
8. The Bid Opening Committee will open the financial proposals (**Annex-II**) of the bidders whose Pre-Qualification proposals are accepted, on a date and time to be communicated to them in advance, in the presence of the bidders or their authorized representatives, who may like to be present.

9. Only one authorized representative per bidder will be allowed to attend the opening of bids. A representative from a bidder will be required to submit an authority letter in his/her favor by the respective bidders for attending the opening of bids.
10. The contract will be awarded to the lowest evaluated bidder.
11. The bid validity period is required to be (03) months, starting from the last date for receipt of bids.
12. The successful bidder will be required to deposit a "performance/ bank guarantee" equivalent to at two months remuneration, through a Pay Order in favor of PTA. If the bidder fails to deposit performance/ bank guarantee within one week of the receipt of the letter awarding the job, the same shall be treated as cancelled and the earnest money shall be forfeited.
13. For successful bidder, 2% earnest money, if not adjusted in the two months remuneration performance/ bank guarantee, will be released to the bidder after deposit of two months remuneration performance/ bank guarantee. However, performance/ bank guarantee will be released within 30 days after successful completion of contract period.
14. The proposals should not have any over-writing or cutting. Bids with any of the aforementioned defects may not be considered.
15. Payment of the bills will be subject to the deduction of mandatory government taxes.
16. During the contract, the firm will provide Security Services as per terms and conditions, to be settled later on in the shape of contract agreement, for PTA Zonal Office Rawalpindi, failing which the performance/ bank guarantee will be forfeited by the Authority.
17. Salaries, perks, privileges and work hours of the guards will be governed strictly according to the government rules/ regulations by the security company.
18. PTA shall evaluate the pre-qualification proposal in a manner prescribed in advance, with out reference to the price and reject any proposal which does not conform to the specified requirements. Evaluation of pre-qualification proposal will be made for only those bidders who fulfill the mandatory requirements.
19. During the pre-qualification evaluation no amendments in the pre-qualification proposal shall be permitted.
20. Financial bid of only pre-qualified bidders shall be opened.
21. The bidder should quote rates clearly in the financial bid. Cutting and over writing will not be accepted and bid will be rejected.
22. Weight age of pre-qualification proposals and Financial proposals will be 70% and 30% respectively.
23. The bidder obtaining highest marks combining both Technical and financial proposals will be awarded the contract.
24. If two or more bidders obtain equal marks in aggregate, then the contract will be awarded to the one with lowest financial bid.
25. Evaluation criteria are given in the technical proposal. Minimum threshold for qualifying in the technical proposal is 70. Financial bids of only pre- qualified bidders shall be opened.

26. Evaluation criteria of financial proposal are as under.

**Financial Score =**

$$30 \times \frac{\text{Amount quoted by lowest company in financial bid}}{\text{Amount quoted by the company whose financial score is to be calculated}}$$

- 27. An agreement will be made between PTA and contractor on judicial paper of Rs. 100/-.
- 28. The successful bidder will have to provide either ex-servicemen or young energetic and trained civilian fully equipped and conversant with security performance and other requirements as mentioned in the security agreement.
- 29. PTA reserves the right to invite the next bidder in case the first bidder is unable to provide requisite manpower, weapons and other security equipment as per pre-decided schedule, inclusive of all the formalities.
- 30. Interested firms can visit the office of the undersigned at any time during working hours.
- 31. PTA reserves the right to extend the opening date of the bids, cancel the tender or accept/reject any or all bids without assigning any reason.



## Pre- Qualification Proposal Performa

### HIRING OF SECURITY SERVICES FOR PTA ZONAL OFFICE RAWALPINDI

Name of Firm	
Address (Telephone, Fax & Email)	
Year of Establishment <i>(attach documentary evidence)</i>	
Sales Tax Registration No. <i>(Attach documentary evidence)</i>	
Income Tax No. <i>(annual turnover supported by income tax return)</i>	
Registration number of EOBI	
Registration/License No. issued by Ministry of Interior & NOC issued by Home Department Govt of Punjab <i>(Attach documentary evidence)</i>	
Whether Pay Order as Earnest Money @ 5% of the total value of contract (one year) enclosed? (to be put in the envelope containing the Pre-qualification Proposal and not in the Financial Proposals).	Yes <input type="checkbox"/> No <input type="checkbox"/>
Type and No. of Weapons <i>(Attach as separate Annexure)</i>	
Clientage <i>(Attach as separate Annexure, if necessary)</i>	
Experience related to similar assignments	
Managerial Capability a). Total No. of Permanent Staff: b). Total No. of Contract/Project Staff: <i>(Attach as separate Annexure, if necessary)</i>	a) _____ b) _____
Assignment in Hand (Presently)	
Percentage of payment (Tentative) to be paid to Security Guards out of total payment claimed by the bidder/firm from PTA	
Whether Security Guards are Ex-Army Men or Civilian (Give their ratio)	
Banker's Name & Contact Details <i>(Annual turnover)</i>	
Contact Person Date: _____	_____ <i>Name &amp; Designation</i> _____ <i>Authorized Signature &amp; Stamp</i>



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## Financial Proposal

### HIRING OF SECURITY SERVICES FOR PTA ZONAL OFFICE RAWALPINDI

The **monthly rate** for provision of 03 x Security Guards, on 24 hours basis i.e. two (02) guards at first shift (12 hours) and ONE (01) guard at second shift (12 hours) for PTA Zonal Office House No. 161 St # 9, Chaklala Scheme-III, Rawalpindi, inclusive of all payable taxes.

<u>S.No</u>	<u>Employee</u>	<u>Rates in Rs. Per Guard Per Month</u>		
		<u>1<sup>st</sup> Year</u>	<u>2<sup>nd</sup> Year</u>	<u>3<sup>rd</sup> Year</u>
<u>1.</u>	Guards	<u>Adherence of minimum wages rules as per GOP notification from time to time.</u>		

Total quoted bid for the first year (for four guards): \_\_\_\_\_

2% earnest money of the first year quoted price: \_\_\_\_\_

Bank Draft / pay order No: \_\_\_\_\_

**Name of Firm:** \_\_\_\_\_

**Authorized Person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Stamp:** \_\_\_\_\_

**Contact Details:** \_\_\_\_\_



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### HIRING OF SECURITY SERVICES FOR PTA ZONAL OFFICE RAWALPINDI

**Assessment Criteria:**

The bids will be evaluated as per the following Technical criteria;

Grading	Marks
100% ex-servicemen or young energetic and trained civilian hired and deputed by the Security Company	50
The Security Company is run by ex-armed officers	10
Own training facilities (Firing Range, physical exercise etc.	5
Financial Strength of the Security Company backed by Strong parent Company, Financial Institution etc.	5
Facilities for Security Guards (Transport, Gratuity, Compensation) in written form/policy.	5
Registration with Govt Departments(SECP, FBR, Ministry of Interior, Provincial Govt etc.	5
Provision of Technical Gadgets. (Metal Detector, Vehicle Search Mirror etc.	5
24/7 Helpline & Complaint resolution system.	5
Security Company existence in Pakistan, Major Govt. clients with continuous repeat services orders, No of employee, litigation cases against the security company etc.	5
Other conditions (Minimum education Metric, payment on minimum wage as per Govt Policy.	5
<b>Maximum Total Marks</b>	<b>100</b>
<b>Minimum score required to pass for Pre-qualification is.</b>	<b>70</b>

## **Agreement**

This agreement is executed on this day \_\_\_\_\_ for hiring of Security Guards Services between M/s \_\_\_\_\_ (Pvt.) Ltd, a company incorporated under the Companies Ordinance 1984 and having its registered office located at \_\_\_\_\_ (hereinafter called “Security Company”) of the First Part, AND PAKISTAN TELECOMMUNICATION AUTHORITY, Zonal Office, Rawalpindi (Hereinafter called PTA, Zonal Office, Rawalpindi) which expression shall be deemed to include the “PTA” designated/authorized representatives) of the Second Part, and both the parties collectively are referred to as the “Parties”. WHEREAS the First Party has security guards fully trained in the field of security has agreed to provide security services for the persons and moveable/immoveable property of Office of the PTA Zonal Office, located at House No. 161 St # 9 Chakala Scheme III, Rawalpindi, as set out in this Agreement.

### **BOTH THE PARTIES HAVE AGREED UPON AS FOLLOW:-**

1. \_\_\_\_\_ shall provide PTA with the full services of security staff specified in this agreement on the certain terms and conditions herein after set out.

### **2. TERMS OF AGREEMENT**

- a. Security services shall be provided for the period of one year commencing from 14<sup>th</sup> August, 2015 to 13<sup>th</sup> August 2016 at Zonal Office, PTA, Rawalpindi.
- b. This Contract may be extended on yearly basis or before as the case may be with mutual consent and approval of both the parties, if required and approved by the PTA, provided the satisfactory services have been rendered.
- c. That the guard services consisting of (02) two guards who will perform round the clock 24/7 security services such as 12 hours shift each day and one guard in each night shift shall be provided by \_\_\_\_\_ at the stations mentioned in Para 2(a) above.
- d. The company at its own expenses shall provide its security guards with necessary uniform, arms, outfit, etc. required for the effective discharge of security services to PTA Zonal office Rawalpindi.
- e. The company shall ensure that the security guards provided by it maintain perfect discipline and behavior and they shall not in any manner cause any interference, annoyance, nuisance to the management of the employer or its business or work or its officers/ employees/other contractors.
- f. The employer shall be entitled to supervise the services provided by the company and if it finds that the conduct, behavior and performance of work of any of its security guard is unsatisfactory,



it may issue directions to the company to immediately recall the particular person and substitute him by another and the company shall comply with such directions issued by the employer forthwith.

- g. On expiry or earlier determination of this agreement, the company and the security guards shall vacate the office premises, without in any way causing any damage to the said premises and the property therein.
- h. The employer shall pay a sum of Rs. .... (Rupees..... only) per security guard per month provided by the company on submission of the bill by the company by 10th day of the following month. The PTA Zonal office shall not make any payment to the security guards and payment will be made to the company only.
- i. Salaries, perks, privileges and work hours of the guards will be governed strictly according to the government rules/regulations

### **3. GUARD SERVICES**

- a. That \_\_\_\_\_ will provide and ensure that each guard on duty received and understood written instruction for basic duties is dressed in proper UNIFORM of the \_\_\_\_\_ and is fully equipped to discharge his duties. Each guard is to be issued with two new uniforms.
- b. The Armed Guards will be called “Standing Security Guards” and will remain alert, patrolling and vigilant throughout their duty hours, and in case of any mishaps will be responsibility of the security agency under all circumstances subject to the completion of all legal proceeding as required by law.

### **4. The security agency will be fully responsible to provide satisfactory services at PTA place of duty with the following conditions:-**

- I. Energetic, smart and healthy, (ex-servicemen) with complete proper uniform, fully equipped with weapons and metal detector and well conversant with the security performance/duty should be deployed at the PTA Zonal Office, Rawalpindi.
- II. Daily attendance shall be marked in the register at the point as well as daily attendance sheet duly signed for submission to the PTA Zonal Office Rawalpindi for the purpose of calculation and compilation on monthly basis.

**5. THAT GUARD DUTIES INCLUDE THE FOLLOWING:-**

- a. Prevention of entry in the office premises entrusted in the charge of \_\_\_\_\_ of any person not authorized by PTA or any person who lacks proper identification.
- b. Prevent pilferage of items/equipment/property belonging to PTA from the premises of PTA placed under the charge of \_\_\_\_\_, as per written instructions issued by the authorized officer of PTA.
- c. 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 police station, in charge installation and control office of \_\_\_\_\_ for appropriate action.
  - III. **Law and Order Situation** will be promptly reported to the local Police Station, incharge installation and control office of \_\_\_\_\_ for appropriate action. All entry points be closed under such a situation.
  - IV. **Injuries.** 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. Patrolling/Picketing the installation as per specific written orders peculiar to the installation prepared by \_\_\_\_\_ approved by PTA.
  - VII. To properly brief the relieving guards about any situation concerning the security.
  - VIII. The arms provided to the guards must be examined by qualified armourer on quarterly basis and must be technically in order/fit to operate and fire in the happening of any eventuality.
  - IX. The Security Company will arrange firing practice on firing range (to be arranged by the security company) for its guards at least once in six months which will be witnessed by PTA's authorized Security Officer.

- d Security guards duties be named as **STANDING SECURITY GUARDS** with fire fighting training and elimination of the subversive activities with help of concerned secret agencies, special police & civil defence authorities etc.
- e The security agency will be bound to ensure that guards deputed are suitably well trained in the field of fire fighting and are fully conversant with the firefighting equipment. further have proper training to use weapons and metal detector.
- f. It shall be the responsibility of security/fire fighting guards to check up firefighting equipment installed in PTA buildings/premises and give his comments often in a register to be countersigned by Zonal Director Rawalpindi. He would advise the concerned PTA authority for provision of essentials for firefighting equipment and its regular maintenance.
- g. The guards will be in proper uniform and in possession of:
  - I. National Identity Cards.
  - II. A company identity card prominently displayed on his person.
  - III. A valid license for the weapon he carries.

During the effectiveness of this agreement in case of damage occurred to the property of personnel due to the outbreak of fire of any other eventuality caused by the negligence of duty security guard(s) and fire fighting people, the \_\_\_\_\_ will be wholly responsible and liable for paying all the losses occurred to PTA as a result of their negligence, which will be decided by a committee consisting of both parties to the responsible persons.

- 6 Three (3) guards shall be posted round the clock on 24/7 bases. The deployment shall be as under:-
  - I. 1<sup>st</sup> shift  
2x Guard from 0700-1900 hrs
  - II. 2nd shift  
1x Guard from 1900-0700 hrs

## **6. PAYMENT OF SERVICES CHARGES**

The PTA will pay services charges on monthly basis for the first year of contract as mentioned below to M/s \_\_\_\_\_ Security Company Ltd by 10th of each month on submission of invoice and PTA 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 strength agreed to be employed. Service charges will increase at the rate of \_\_\_\_ % per annum. Monthly wages of the guards will not be less than the minimum wages fixed by the government of Pakistan from

time to time. Any violation at any stage in this regard will render the security company ineligible to work with PTA Zonal Office Rawalpindi.

S/No	Year		Rate
a.	14th Aug 2015 to 13th Aug 2016	-----x Security Guards (Armed)	Rs. -----per month @----- per guard
b.	14th Aug 2016 to 13th Aug 2017	-----x Security Guards (Armed)	Rs. -----per month @----- per guard
a.	14th Aug 2017 to 13th Aug 2018	-----x Security Guards (Armed)	Rs. -----per month @----- per guard

7 PTA 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 strength agreed to be employed.

8 **CONSIDERATION (CHARGES)** The PTA will pay through cheque to \_\_\_\_\_ for the services to be provided at the following rates:-

Security Guards (Armed with sophisticated fire weapon), Minimum Rs. 13000/- in compliance to Federal Budget 2015-16 (12 hrs duty per month each)

9 **OVER TIME.** The PTA shall not be responsible for any payment regarding overtime duty of the services provided by \_\_\_\_\_.

10 **RENEWAL OF SERVICE AGREEMENT.**

Renewal of service agreement will be subject to 3 month prior notice in writing from the \_\_\_\_\_ from the date of termination of existing agreement and the same would be processed for approval of renewal of service agreement by PTA, subject to satisfactory performance.

11 In case the PTA requires additional strength of guards the \_\_\_\_\_ shall provide the same according to requirement on the terms and conditions as mentioned according to Para (9).

12 **INDEMNITY**

a. \_\_\_\_\_ shall be all times during the specified period of this agreement and thereafter indemnify the PTA and its officers against all losses and claims for injuries of damaged 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 any omission of any its employees, and against all claims, demands, proceeding damages, cost, charges and expense what so ever in respect there of or in relation there to and all litigation's, court process and court cases and all proceedings there under filed or instituted by the personnel employed by \_\_\_\_\_ or any of them collectively or individually or by any other party subject to the completion of all legal proceedings required by law:

- b. \_\_\_\_\_ 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 \_\_\_\_\_ and shall have no obligation of contract with all claim what so ever against the PTA, or against any of its officers and as such will have no right what so ever to take any action directly or indirectly against the PTA or against any of its officials.

13 **CONFIDENTIALITY.**

\_\_\_\_\_ shall ensure that all of its employees performing services specified in this agreement shall not any time during the performance of this agreement or thereafter disclosed to any person any other matters which may come to their knowledge by reason of the performance of the services specified in this agreement. If in the opinion of PTA there has been any search disclosures the person concerned shall immediately be dismissed from services of \_\_\_\_\_.

14 **RESPONSIBILITIES OF -----**

- a. In addition to the services to be performed by \_\_\_\_\_ specified above \_\_\_\_\_ shall provide at no additional cost to PTA such supervision of its employees as is necessary to adequately fulfill its obligations under this agreement.
- b. \_\_\_\_\_ is responsible for ensuring that all its employees performing the services specified in this agreement are physically fit, have no communicable diseases and are healthy in all respects to perform duties.
- c. \_\_\_\_\_ is an independent security service provider and accordingly is fully responsible for any accident of injury to its employees or caused by its employees and agrees that neither PTA nor any of its officers will be held liable for either of the above in any manner.
- d. The employees of \_\_\_\_\_ shall on no account indulge in UNIONISM nor have any linked activity with PTA employees union.

15 **STATUS OF**

\_\_\_\_\_ warrants that it is a bonafide and registered security company working its own account and acknowledges that this agreement does not confer upon it, or upon any individual empl0oyed by it, the status of any employees of the PTA or that of any of its officers nor grants it, or any individual employed by it, any benefit not specifically provided for herein.

## **16 SECURITY.**

The security clearance of all the employees of \_\_\_\_\_ who are assigned to provide services under this agreement shall be the responsibility of \_\_\_\_\_.

## **17 TAXES.**

\_\_\_\_\_ shall be responsible for the taxes required to be paid by it under relevant law any for any necessary withholding of taxes from the service charges of employees of \_\_\_\_\_

## **18 RESTRICTIONS OF ASSIGNMENT TAKE OVER.**

- a. \_\_\_\_\_ shall not assign or subcontract any of its duties or rights under this agreement, including but not limited to any benefit or interest herein or there under. Any such assignment or subcontracting by \_\_\_\_\_ shall entitle PTA to terminate this agreement forthwith.
- b. If \_\_\_\_\_ shall make any agreement with or assignment in favour of its creditors, or amalgamates with other concern or it's taken over, PTA shall be entitled to terminate this agreement forthwith upon notice.

## **19 PTA FAILURE TO EXERCISE POWERS DOES NOT AMOUNT TO A WAIVER OF SAID POWERS.**

In any case in which any of the powers conferred upon the PTA by this agreement shall have become exercisable but shall not have been exercised, this failure to do so shall not constitute a waiver of the aforesaid powers and such powers shall nevertheless be exercisable in the future.

## **20 DISPUTES**

All questions, disputes, controversies arising directly or consequent to this agreement except matters, which are the sole discretion of PTA under the terms of this agreement, shall be settled by mutual negotiation. Should such negotiation fail, the matter, as specified herein subject to said exception the matter, as specified herein before subject to said exception shall be referred to arbitration by two arbitrators, one to the appointed by \_\_\_\_\_ and other by PTA, and on their recommendations the final arbitrator will be chairman PTA Islamabad to decide whose decision shall be final and binding and not challengeable in law.

## **21 EFFECT OF AGREEMENT**

- i. This agreement shall be deemed to have come into effect on 14<sup>th</sup> August 2015 and shall terminate on ----- . The renewal proceeding if required and approved by PTA, will be completed with in one month prior to the termination of the current contract.
- ii. This agreement embodies the entire understanding of the parties hereto on this subject and there are no commitments, terms, conditions or obligations, oral or written, express or implied other than those contained therein.

## **23. PENALTIES FOR UNSATISFACTORY SERVICES**

- i. Security Company shall ensure payment of salary to the Security Guards on prescribed date of every month without fail. Non-payment beyond stipulated time will render the contract terminable without assigning any notice.
- ii. Rupees 100 (One Hundred) per hour will be deducted for late comers/deployment/sleeping of Security Guard on post/place of duty as assigned by PTA. In addition any Security Guard found absent from duty place will be treated as absent and salary of one day will be deducted from pay Bill of the Security Company.
- iii. Security Company will pay minimum wage per month as per Govt. rules to the Security Guards and submit proof thereof with the monthly bill. Security Company will submit the salary sheet of monthly payment along-with individual receiving signature by the Security Guard before submitting the next bill. In case of less payment/non-payment or not payment on timely basis to Security Guard fine of Rs. 2,000 (Rupees Two Thousand) will be imposed by PTA Security Officer.
- iv. Penalty for Rs. 10,000 (Rupees Ten Thousand) may be imposed on Security Company in case of violation/breach of any one or more clauses(s) of Terms and Conditions of contract agreement.
- v. Security Company shall submit an undertaking to PTA to abide by general safety rules and General Safety requirements prior to commencement of work. The entire liability with regard to injury, disability and death shall rest on the Security Company.
- vi. In case of loss/damage to the property, machinery, manpower of PTA, Security Company shall be responsible to pay the amount as per loss sustained; otherwise, it will be deducted from the running bills or any other amount in the hand of PTA besides taking legal action under relevant law.
- vii. In the event of failure of work or un-satisfactory performance, PTA shall have the right to terminate the contract and forfeit Earnest Money and any amount due against the work done. The work may then be awarded to any other source/agency at the risk and cost of the defaulting contractor.
- viii. PTA will not carry out any responsibility regarding insurance, transport and medical facilities of Security Guards etc. of the Security Company. The same has to be arranged by the Security Company at his own cost.

## **24. COVERING LAW AND TERMINATION**

- a. This contract agreement has taken place w.e.f. 14th August, 2015 and will be in force for the period of 3 years.
- b. Both parties have rights to terminate the contract on one month advance notice. In case the services are terminated without notice, second party will have to make the payment equivalent to one month's salaries of the guards.

## **25. RESTRICTION OF ASSIGNMENTS TAKE OVER**

a. 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 there under, any such assignment or sub-contracting by Company shall entitle the **PTA Zonal Office, Rawalpindi** to terminate this agreement forthwith.

b.If Company shall make any arrangement with or assignment in favour of its creditors, or amalgamates with any other concern or is taken over, the **PTA Zonal Office, Rawalpindi** shall be entitled to terminate this agreement forthwith upon notice.

**26. Alteration/Modification of agreement:** Both parties with mutual consent can make alteration/modification in the security agreement as deemed fit/necessary.

**IN WITNESS WHEREOF** the parties hereto have signed this agreement on the day of\_\_\_\_\_

Signed on behalf of

**M/s\_\_\_\_\_ (Pvt.) Ltd**

**Zonal Director**

PTA Zonal Office, Rawalpindi

Witness 1: \_\_\_\_\_

CNIC. NO. \_\_\_\_\_

Witness 1: \_\_\_\_\_

CNIC. NO.

Witness 2: \_\_\_\_\_

NO. \_\_\_\_\_

Witness 2: \_\_\_\_\_ CNIC.

CNIC. NO.