



Pakistan Gems and Jewellery Development Company

A Subsidiary of Pakistan Industrial Development Corporation
Ministry of Industries and Production
Government of Pakistan



Pakistan Gems and Jewellery Development Company has been established as Public/Private partnership to develop the value chain from mine to market. The company aims to enhance the exports through facilitation, technology up gradation, skills development, & marketing/branding.

Tender No: 51 *Tender Notice for Security Guards Service*

The Pakistan Gems and Jewellery Development Company has required 10 Security Guards for its various offices as per requirement from Government authorized/license holder Security Firms having their own setup, phone, fax number and register with Sales Tax authorities.

We invite sealed quotation from eligible firms on the basis of following:-

a. Eligibility

- Security guards should be well trained retired army/police personnel.
- Security guard should have latest automatic/semi automatic licensed weapon along with metal detector scanners.
- Maximum age of 30 to 45 years.
- Security guards having at least 2 years relevant experience.

b. Place of posting

- 2 Guards at GJTMC Karachi Building at Zaibunnisa Street Saddar Karachi.
- 2 Guards at GJTMC Lahore Building at Jamaluddin Afghani Road Lahore.
- 2 Guards at GJTMC Gilgit Building at Sami Mohallah, Jutyal Cantt, Northern Area, GILGIT.
- 2 Guards at Gem Exchange Peshawar at Khyal Arcade, Namak Mandi Peshawar
- 2 Guards at Gem Exchange Quetta at Jamiatrai Road, Opposite Rahat Cinema, Prince Road Quetta.

c. Required Documents

- Complete profile of the firm.
- Proof of financial stability.
- Income tax certificate.
- List of clients and details of services provided.
- Undertaking on the letterhead of the service provider that the applicant is not blacklisted by any firm or government department.

- Company must be registered with General Sales Tax Department and mention the Sales Tax Registration number, N.T.N Number. Also attach clearance certificate of Tax on professional and Trade from Excise and Taxation Department.

d. Please note that

- Date of closing of bids is 25.05.2009 at 2:00pm.
- Tender will be opened on 25.05.2009 in the PGJDC Head Office at M-3, Mezzanine Floor, Regent Plaza Hotel & convention Center, Shakra-e- Faisal, Karachi at 2:30pm in the presence of the bidders who wish to be present.

e. Terms and Conditions

- The validity of tender will be 90 days from the date of opening of tender.
- Company has the right to accept or reject any or all tenders (in part or whole).
- The tenders shall be required to quote their rates inclusive of all taxes.
- All Government taxes/levies will be deducted at the time of making payment.
- The envelope should invariably bear the word "TENDER FOR SECURITY GUARDS".
- The tender received after due date and time will not be entertained. Responsibility of in time delivery of tenders rest on the bidder.
- The offers received incomplete and not according to criteria shall not be considered.
- Only those firms should participate who agree to our terms and conditions.

Contact Person:

Manager (Accounts & Administration)

Pakistan Gems and Jewellery Development Company

M-3, Mezzanine Floor, Regent Plaza Hotel & convention Center,

Shakra-e- Faisal, Karachi. www.pgjdc.org

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