

TENDER NOTICE NO.HR&ADMIN/LAR/01/2026 FOR SECURITY GUARDS

The State Life Insurance Corporation of Pakistan Larkana Zone required Guards for Security of its various offices as per detail given below, from Government Authorized License holder firms having their own setup, phone and fax number, registered with tax authorities.

S.NO.	DESCRIPTION OF JOB	CLOSING DATE & TIME FOR SUBMISSION OF TENDER	DATE & TIME OPENING OF TENDER
01	Provision of Security Service	15-10-2026 12.30 PM	15-10-2026 03.00 PM

The Security Guards are required at following Stations.

S.NO.	PLACE OFFICE	SUPERVISOR / GUARDS REQUIRED
01	Zonal Office Larkana Supervisor	01
02	Zonal Office Larkana Security Guard	02
03	Cash Collection Centre Jacobabad Security Guard	02
04	Cash Collection Centre Shikarpur Security Guard	02

Terms and Conditions of the Tender for Provision of Eligibility / Know Down Criteria for qualifying as Security Services Provider.

- The Tender Will be opened in the office of In-charge (HR&Admin) Department / Secretary ZPC
Larkana Zone in the Presence Bidders or their representatives.
- The quotations received after the due date & time will not be entertained.
- The Validity of tender will be from the date of opening/acceptance of tender.
- The Security guards should be ex-army men and will have to perform their duties with uniform 12 clock in 24 hours 24/7 days.
- The submission of Professional Tax Certificate shall be mandatory for bidder.
- All Rates should be mentioned inclusive of all taxes.
- Bidders are required to remit 05% of their bid (refundable) being earnest money in shape of Pay Order/DD in the name of State Life Insurance Corporation of Pakistan, otherwise bid will not be accepted.
- The number of Security Guards can be increase/decrease as per Requirement.
- The Company will replace/rotate their Security Guards as per instructions issued by State Life on Regular basis.
- The work order will be given after signing of contract mutually.
- The Contract will be given for Three years, and effective from the date of approval of Competent Authority. In future the said contract can be renewed with same terms & Conditions if mutually agreed upon.
- The Security company will have to provide 12 bore Repeater or equivalent weapon to it Guards.
- SRB Certificate.
- NTN certificate from FBR.
- Professional certificate, Government of Sindh.
- Bank Turnover / Statement showing 100.00 million last year.
- Proof of FBR Return of three years.
- Relevant experience of at least five (5) Years in any organization (Government, Semi-Government & Private Company) With documentary evidence.

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19. Registration with Social Security & EOBI.
20. NOC from Ministry of Interior Government of Pakistan
21. Original Authority letter for participation in the tender meeting.
22. Firm should have setup in Larkana (Attached utility bill or PTCL bill in the name of firm for Verification.
23. Undertaking @100/- Non judicial stamp paper that the firm is not blacklisted in anywhere in Sindh / Pakistan (Note: Photocopy is not allowed).
24. Audit report of last year.
25. Firm should have to permission letter of firing practice from local District police office (Attached documentary evidence mandatory).
26. Competent Authority reserves the right to accept or reject al bids or proposal at any time Prior to acceptance of a bid or proposal. However, State Life on request shall communicate any contractor who submitted a bid a proposal, the grounds for its rejection of all bids or Proposals. The tenders shall be required to quote the rates inclusive of all taxes.

Note:- Bidder should ensure that quoted rates are according to minimum wages as notified / announced by Government of Pakistan, the quoted rates should include amount of minimum wages, IOBI, SESSI, All Taxes and other expenses.

(SECRETARY)
Zonal Procurement Committee
State Life Insurance Corporation of Pakistan
Zonal Office (HR& Admin) Department
Larkana