



TENDER NOTICE

Hiring of Horticulture Firm-Non Consultancy Services

The **Bank of Khyber** wants to hire the non-consultancy services of Horticulture Firm for providing the indoor plants services to BOK Head office and all branches located at Peshawar. All interested registered and active tax payer Horticulture firms invites to submit the financial bid on prescribed form uploaded to Bok website:www.bok.com.pk and KPPRA website: www.kppra.com. Contractors having sufficient experience of similar works may apply for participation. The terms & conditions are also uploaded on above both websites.

The sealed financial bid must reach on the below given address on or before **2nd November, 2018 at 12:30 PM** and the bid will be opened on the same closing day/date (02-11-2018) at 02:00 PM at the below mentioned address in the presence of bidders. All KPPRA rules are applicable.

**General Administration Division
29-A The Mall Peshawar Cantt.**

PH: +92 91-5254074, +92 91 5273116

INDOOR PLANTS SERVICES CONTRACT-HORTICULTURE FIRM
THE BANK OF KHYBER
Bill of Quantities

| <u>S.N</u> | <u>Description</u> | <u>Unit</u> | <u>Quantities</u> | <u>Rate (PRs)</u> | <u>Amount (PRs)</u> |
|---------------------------|--|--------------------|--------------------------|--------------------------|----------------------------|
| 1 | Providing, Supplying, cleaning and watering the different types of indoor plants as per instructions of Head GAD to Head Office located at State Life Insurance Building Peshawar, Audit Division at Main sadder road Peshawar, General administration division, Credit Administration division at Mall road Peshawar, and Hayatabad Training center at Phase-5 Peshawar | No | 110 | | |
| Sub Total -1: | | | | | |
| 2 | Providing, Supplying, cleaning and watering the different types of indoor plants as per instructions of Head GAD to 25 branches (branches can be increased or decreased) located at Peshawar. The branches list is attached at Annexure-A | No | 250 | | |
| Sub Total -2: | | | | | |
| Grand Total (1+2): | | | | | |

INDOOR PLANTS SERVICES CONTRACT-HORTICULTURE FIRM
THE BANK OF KHYBER

TERMS & CONDITIONS:

The bank of Khyber intends to engage the horticulture firm to provide indoor plants at the Head Office located at State Life Insurance Building, The Mall Road Peshawar Cantt, training center, Audit division, General Administration Division, Credit administration division and all the branches located at Peshawar.

1. The firm shall be registered with tax department and be active tax payer.
2. The firm shall have well established nursery at Peshawar.
3. The service provider shall have the capacity to supply plants along with steel planters.
4. The service provider shall have at least 10 years working experience in the same field.
5. The vendor already working with other banks at least 5 banks shall be given preference.
6. The vendor should have sufficient manpower for providing the services.
7. The vendor should have vehicles for transporting, changing and cleaning services of the indoor plants.
8. The vendor will clean and water the plants three days in a week.
9. The vendor will change the plant as per instructions of Head GAD where ever required.
10. The vendor will provide 10 plants each branch. The quantity can be increased or decreased and the payment will be made as per actual.
11. The vendor will provide total 110 plants to BOK Head Office building, Audit division and Hayatabad training center. The quantities can be increased or decreased as per Head GAD instructions and payments will be made as per actual.
12. The firm services will be limited to Peshawar only.
13. The branch will pay the payment directly to firm on 5th of each month on Pay order.
14. The Head office, Audit Division, GAD, CAD and Hayatabad Training center payment will be made as a whole to firm on 5th of each month on Pay Order.
15. The bank can terminate the contract by giving one months' notice in advance to Horticulture firm and similarly the firm may cancel the agreement on two month advance notice.
16. The vendor shall quote the rate against the given BOQ on firm letter head.
17. The vendor shall submit the BOQ to the below given address within given tender submission time in sealed envelope and clearly mention the firm name and address.

General Administration Division-The Bank of Khyber
29-A, The Mall Peshawar Cantt.
Phone: 091-5254074