



Securities and Exchange Commission of Pakistan
63-NIC Building, Blue Area, Islamabad
(Support Services Division)
(Administration Department)

Subject: Quotation Required for Renovation of Room

The Securities & Exchange Commission of Pakistan invites sealed quotations from well reputed and financially sound firms/companies for renovation of room.

Detailed “**Scope of Work**” of said requirement is attached as Annex “A”.

Terms & Conditions

- **Prices** must be inclusive of all taxes applicable by Govt. of Pakistan
- **Bid/Quotation Submission Time** as per deadline specified on SECP Website.
- **Purchase Order:** Services will be acquired by issuing a Purchase Order to the best evaluated firm/contractor.

If you are interested, you may submit sealed quotation for the above item/services to the undersigned SECP, 63-NIC Building, Jinnah Avenue, Blue Area, and Islamabad within the specified period.

With best regards,

M. Ubaidullah Khalid
Assistant Director (Admin)

Scope of Work

- Removal of gypsum MDF partition in mid of two rooms on Blue Area side and to develop it into one big hall,
- Removal of two wooden doors and re-fixing of one door at other side (margallah), room to be developed.
- Fixing of Partition between big hall & small room on blue area side,
- Removal of (06) work stations from one room and to re-fix these in other side room with proper care and finishing in all aspects,
- Fixing of new Gypsum partition in mid of the room on margallah side including wooden door (to be developed) as per approved design including glass, wood and Gypsum work where required.
- Leveling of floor where required and carpet tiles fixing at removed partition and where required.
- Paint/polish work required on wooden gypsum partitions where required.
- Frosting paper will be used on glass partitions as per existing design.
- All the designs will be in accordance with the existing office décor.
- Fixing of IT points, UPS point, Power Point, data point, voice point connectivity with IT cabinet. Telephone box, UPS system, Electrical cabinet etc. These points will be fixed on individual workstation. All cabinets are at 12th floor.
- 6 X Ethernet Cat. 6 cables from patch panel to cubicles (blue area side),
- 2 X Ethernet Cat. 6 cables from patch panel to cubicles (margallah side),
- Shifting of (01) network points, UPS, wapda, lane points from one place to another place at same room,
- Removal of AC from one wall and to re-fix it in other side wall at same room.