

**GOVERNMENT OF PAKISTAN
MINISTRY OF ENERGY
POWER DIVISION**

PRE-QUALIFICATION OF FIRMS

Power Division, Ministry of Energy, A-Block, Pak Secretariat, Islamabad invites sealed technical bids from the companies/ firms having state-of-the-art workshops / shops/ establishments in Islamabad/ Rawalpindi with dexterous manpower, for repair/maintenance and purchase of non-tender items in respect of the following services during the Financial Year 2022-23:-

Sr. No.	Object Code	Object Classification
1.	A13001	Repair of Transport
2.	A13101	Repair of Machinery & Equipment
3.	A13201	Repair of Furniture & Fixture
4.	A13301	Repair of Office Building
5.	A13701	Repair of Hardware
6.	A03901	Purchase of Stationery
7.	A03970	Purchase of Others

2. The interested firms/companies/workshops may submit their profile for pre-qualification **latest by 16th December, 2022 till 10:30 AM.**
3. The interested firms may obtain terms and conditions from the undersigned's office.
4. All the sealed profile/technical bids for pre-qualification will be opened in this Division in the presence of representatives of the participating firms, who chose to attend, on **16th December, 2022 at 11:00 AM.**
5. Power Division has the right to accept or reject any or all bids prior to acceptance as per the Public Procurement Rules, 2004.

Section Officer (General)
Ministry of Energy, Power Division
"A" Block (Ground Floor)
Pak Secretariat, Islamabad
Tele: # 051-9209620

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Instructions To Bidders

The Power Division, invites proposals for Pre-Qualification of firms from well reputed firms /consortiums for Repair of Transport, Repair of Machinery & Equipment, Repair of Furniture & Fixture, Repair of Hardware and Repair of Office Building of the this Division.

Repair of Transport: The scope of repair works include repair and maintenance of Toyota Corolla / Suzuki Cultus cars.

Repair of Machinery & Equipment: The scope of repair works include repair and maintenance printers, photocopiers, air conditioners, heaters, geysers, telephone exchange, fax machine, TV, microwave oven, fridge, etc.

Repair of Furniture & Fixture: The scope of repair works include repair and maintenance of chairs, tables, cupboards, cabinets, racks, door locks, wooden partitions, soft partitions, cubicles, etc.

Repair of Hardware: The scope of repair works include repair and maintenance of computers, laptop, scanner, etc.

Repair of Office Building: The scope of repair works include repair and maintenance of toilet fittings, window panes, glass, floor tiles, false ceiling, wall panels, walls, door, electrical installations, etc.

Purchase of Stationery: The scope of work includes purchase of non-tender stationery items.

Purchase of Others: The scope of work includes purchase of non-tender other (miscellaneous) items.

GENERAL TERMS & CONDITIONS

1. Bidder shall submit a Call Deposit of Rs.10,000/- in the form of pay order/bank draft as security (refundable) in favor of Section Officer (Genl), Power Division.
- 2) The Firm should have sufficient experience in the work of repair and working experience with well reputed organizations.
- 3). The firms participating in the tender must have their Income Tax Number, General Sales Tax Number, Sales Tax Registration Number (STRN) and Vendor number which are linked with FBR and office of the Controller General of Accounts (FABS) Directorate, Islamabad. Firms must submit a copy of certificate of Registration with Sale Tax Department and proof of being on Active Tax Payer List.
- 4) The qualifying firms / constructors shall submit an attested affidavit on Stamp Paper mentioning that the firm will supply the quality services as per approved standards at competitive rates within given time frame without any delay regardless of variation of rates of services in the market and fluctuation of exchange rates.
- 5) The firm should have its appropriate office in Islamabad/ Rawalpindi, phone number and it must be operating in the market by itself.
- 6) This Division reserves the rights to accept or reject any or all proposals in accordance with existing Public Procurement Rules, 2004.

- 7) The Repair /Maintenance work will be valid up to 30th June, 2023.
- 8) This Division reserves the right to issue warnings in case of substandard / poor performance of the firm. After three written warnings, the firm shall be blacklisted as per the Public Procurement Rules, 2004 and the bid security of the firm will be forfeited.
- 9) The procuring Agency shall have the authority to cancel / withdraw the work order if found that the firm provides substandard services/repairs.
- 10) Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than fifteen (15) days after the announcement of the bid evaluation report.

Section Officer (Genl)
Power Division
Room No. 3, Ground Floor, A-Block,
Pak Secretariat, Islamabad.