

HBL

HABIB BANK

حیب بینک

Deposit Slip

Customer Copy

Branch:		Date: 24 04 2025	
Account Title: اکاؤنٹ ہولڈر کا نام Public Procurement Regulatory Authority (PPRA)			
IBAN: آئی بی این PK17HABB0004540013100701			
Currency: <input type="checkbox"/> PKR <input type="checkbox"/> USD <input type="checkbox"/> EURO <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> Others		<input type="checkbox"/> Intercity <input type="checkbox"/> Within city <input type="checkbox"/> Same Branch	
Credit Card No.			
<input type="checkbox"/> CASH نقد		AMOUNT رقم	
BANK / BRANCH بینک / براچ		CHEQUE/INSTRUMENT NO. چیک نمبر	
Adv. Payment of uploading fee to PPRA		15000/-	
DGT office		1	
TOTAL AMOUNT کل رقم		15500/-	
Total Amount in Words: Fifteen thousand only		مبلغ	
Commission (if any)			
Depositor's Name: Khowar Ali		Online Cash Deposit	
Contact No. 0342 4270693		Branch: 0874-ISLAMABAD-CORPORATE	
Depositor's CNIC No. 25202-0058135-3		Account: PUBLIC PROCURE Date: 2025-04-24	
(For non-HBL/Walk-in Customers. Also attach CNIC Copy)		IBAN PK17HABB0004540013100701	
Depositor's Account No.		Amount *****15,000.00 PKR	
(For HBL Customers / Account Holders)		Charges *****.00	
Received By: وصول کنندہ		Teller KG65 23 Time 10.53.06.642000	
Depositor's Signature: دستخط جمع کنندہ		(As per Terms & Conditions on reverse) (Not official unless validated)	

16149417

GOVERNMENT OF PAKISTAN
DIRECTORATE GENERAL OF TRADE ORGANISATIONS
MINISTRY OF COMMERCE

BIDDING DOCUMENT

FOR PREQUALIFICATION OF FIRMS FOR F.Y 2024-25

DEPUTY DIRECTOR ADMIN
DIRECTORATE GENERAL OF TRADE ORGANISATIONS
MINISTRY OF COMMERCE
GOVERNMENT OF PAKISTAN
051-9213316



GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE
DIRECTORATE GENERAL OF TRADE ORGANIZATIONS
(OFFICE OF REGULATOR OF TRADE ORGANIZATIONS)
ISLAMABAD



F. No. 1(2)/2023-Admn
Islamabad, the 23rd April-2025

BIDDING DOCUMENT FOR PRE QUALIFICATION OF FIRMS FOR FY 2024-25

SUBJECT: **PREQUALIFICATION OF FIRMS FOR THE PURCHASE OF HARWARE,UPGRADATION OF COMPUTER HARDWARE,SOFTWARE, IT EQUIPMENT PLANT & MACHINERY, MISCELLANEOUS ITEMS, STATIONERY, REPAIR OF TRANSPORT, REPAIR OF FURNITURE & FIXTURE, REPAIR OF HARDWARE, REPAIR OF SOFTWARE FOR THE F.Y 2024-25**

The Directorate General of Trade Organisations, Ministry of Commerce Islamabad invites applications from qualified firms for the prequalification of vendor for the purchase and repair work for financial year 2024-25. This process aims to establish a list of reliable and capable vendors to meet the procurement needs of the Directorate General of Trade Organisations, throughout the financial year 2024-25, as and when required. All the payment will be made through AGPR after inspection and testing of goods.

1. ELIGIBILITY CRITERIA/ DOCUMENT REQUIRED:

- a) Bidder must have valid NTN/ GST registration. (Copies of valid NTN/ Income/ Sales Tax registration certificates). The firm must be on Active Tax Payers list.
- b) Bids must be submitted online through e-Pak Acquisition & Disposal System (EPADS) of the PPRA. Hard copies of the bid(s) are not required to be submitted except for the bid security.
- c) Company profile, Client List, Equipment Brochure/ Data Sheet and other relevant documents. Bidder should have service/ support mechanism. (Provide the list of technical staff).
- d) The firm must have office premises within the Islamabad Capital Territory/ Rawalpindi as a service/ support mechanism.
- e) Proof of minimum 5 years of experience with Government/ Semi Government departments. (Must have Provide Purchase/ Work Orders).
- f) An affidavit on stamp paper of cost @ Rs.100/- must be attached with the bid indicating that the firm/ vendor has never been indulged in any litigation and has never been blacklisted by any Ministry/ Division/ Department/ Organization of the Government(s).
- g) An affidavit on stamp paper of cost @Rs.100/- Price reasonability certificate.
- h) Financial soundness of the Company. Provide the bank statement of last one year.
- i) Satisfactory performances certificates from clients (Government Organisations) must be attached (Minimum 05. Without certificates the bid will be rejected.
- j) Earnest money for the amount of Rs.20,000/-. (Twenty Thousand only).

2. EVALUATION CRITERIA:

The bids will be evaluated as per following criteria and most advantageous bids as per clause (38) of PPRA rule will be considered.

- i) The firm must be on Active Tax Payers list. (5 Marks).
- ii) Company profile, Client List, Equipment Brochure/ Data Sheet and other relevant documents. Bidder should have service/ support mechanism. (Provide the list of technical staff). (5 Marks)
- iii) The firm must have office premises within the Islamabad Capital Territory/ Rawalpindi as a service/ support mechanism. (10 Marks)
- iv) Proof of minimum 5 years of experience with Government/ Semi Government departments. (Must have Provide Purchase/ Work Orders).
- v) An affidavit on stamp paper of cost @ Rs.100/- must be attached with the bid indicating that the firm/ vendor has never been indulged in any litigation and has never been blacklisted by any Ministry/ Division/ Department/ Organisations of the Government(s). (5 Marks)
- vi) An affidavit on stamp paper of cost @Rs.100/- Price reasonability certificate. (5 Marks).
- vii) Financial soundness of the Company. Provide the bank statement of last one year.(5 Marks)
- viii) Satisfactory performances certificates from clients (Government Organisations) must be attached. Without certificates the bid will be rejected. (5 Marks).

3. EVALUATION PROCESS:

- i. The bids will be evaluated based on the completion of the documents and the firms performance track record.
- ii. The firms that meet the criteria will be notified and included in the prequalified vendor list for the financial year 2024-2025.

4. SUBMISSION DEADLINE:

All interested firms must submit their documents through EPADS by on 08-05-2025 or before 12:00 pm. The bids will be opened the same day at 12.30 pm.

Authorized Signature

Name of the Firm/ Vendor

Contact No.

**DEPUTY DIRECTOR (ADMN)
DIRECTORATE GENERAL OF TRADE ORGANIZATIONS
MINISTRY OF COMMERCE
GOVERNMENT OF PAKISTAN
051-9213316**
