



GOVERNMENT OF PAKISTAN
OFFICE OF THE ACCOUNTANT GENERAL
PAKISTAN REVENUES, G-8/4, ISLAMABAD

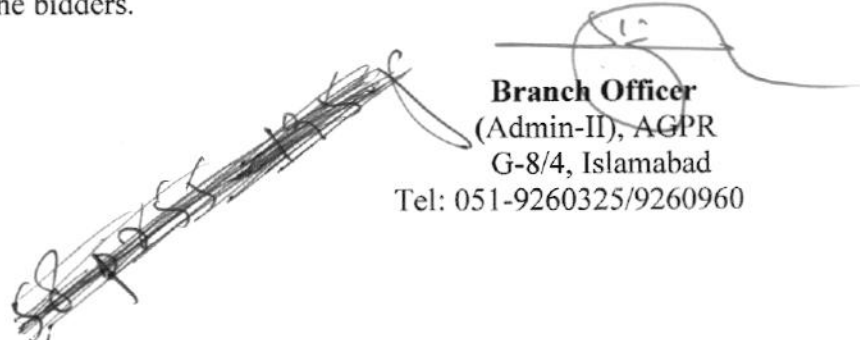
No. Admn-II/CT/Prequalification/R&M/2025-26/

Dated:- 30/04/2025

TENDER NOTICE

**PRE-QUALIFICATION OF FIRMS FOR REPAIR AND MAINTENANCE WORK OF
AGPR OFFICE BUILDING**

1. Office of Accountant General Pakistan Revenues, G-8/4, Islamabad, invites electronic bids/proposals from firms/contractors registered with Sales Tax / Income Tax Departments and are on Active Taxpayer List (ATL) of FBR, for Pre-Qualification to provide services regarding **Repair and Maintenance work of AGPR office building** required on as and when basis for a period of **one year**, further extendable up to **one year** with mutual consent upon satisfactory work.
2. Prequalification documents containing detailed terms and conditions, specification and requirements which can be downloaded from AGPR's website www.agpr.gov.pk. and EPADS (<https://eprocure.gov.pk>) PPRA's website www.ppra.org.pk free of cost.
3. Each bid accompanied by earnest money in shape of pay order/demand Draft of Rs. **500,000/- (Rupees: Five Hundred Thousand Only)** in favour of Branch Officer (Admn-II), AGPR, Islamabad, which shall be submitted to the undersigned in original before the bid closing time. Copy of the pay order/demand draft shall be scanned and made part of technical proposal to be submitted electronically.
4. The electronic bids must be uploaded by using EPADS on or before **19th May 2025** at 11:00 AM, which shall be opened through EPADS on the same day at 11:30 AM in presence of representative of the bidders.


Branch Officer
(Admin-II), AGPR
G-8/4, Islamabad
Tel: 051-9260325/9260960

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4. The electronic bids must be uploaded by using EPADS on or before **16th May 2025** at 11:00 AM, which shall be opened through EPADS on the same day at 11:30 AM in presence of representative of the bidders.

Branch Officer
(Admin-II), AGPR
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Tel: 051-9260325/9260960

ACCOUNTANT GENERAL PAKISTAN REVENUES
G-8/4, ISLAMABAD
Ph: 051-9260325

Pre-Qualification Documents

**Regarding Repair and Maintenance of AGPR Office
Building**

(In accordance with *PPRA Rules 2004, EPADS, and PEC Guidelines*)

1. Invitation for Pre-Qualification

Office of the Accountant General Pakistan Revenues, (AGPR), G-8/4, Islamabad, invites applications from reputable and experienced contractors/firms for **pre-qualification** to carry out **repair and maintenance works** of its **office building infrastructure**.

Only **pre-qualified firms** will be shortlisted for issuance of Request for Proposals (RFPs).

2. Instructions to Applicants/Bidders

1. **Submission:** Applications must electronically be submitted through **EPADS Portal**.

2. **Deadline for Submission:**

Applications must be uploaded by **16th May 2025** not later than 11:00 AM on the **EPADS Portal**.

3. **Application Format:**

Applicants must submit scanned documents on EPADS, properly stamped, and signed.

3. Scope of Work

The scope may include (but is not limited to):

- Civil works (plastering, masonry, tiling, paintwork, etc.)
- Electrical and plumbing repairs
- Waterproofing and insulation
- Roof and drainage system maintenance
- Internal partitioning and office remodeling
- Renovation of washrooms, flooring, ceilings, wall.
- Fire safety and alarm system upkeep
- Exterior façade repairs
- Partition
- Workstation
- Almirah

- Aluminum window
- Door repairing
- Fabricated rooms

4. Eligibility Criteria

Firms must meet the following minimum eligibility requirements:

| Sr. No | Parameter | Yes | No |
|--------|---|-----|----|
| i. | Valid NTN and Sales Tax Registration (Active status on FBR) | | |
| ii. | Undertaking on judicial stamp paper that the firm is not blacklisted by any government/semi-government/autonomous body | | |
| iii. | Qualified engineers, site supervisors, and skilled manpower (attach CVs and licenses) | | |
| iv. | Compliance with Pakistan Engineering Council (PEC) regulations , having license of C4 or above category and discipline codes. | | |
| v. | List of relevant equipment, tools, and machinery | | |
| vi. | Bank Statements of Business. | | |
| vii. | An undertaking on judicial stamp paper that the information submitted in the Pre-Qualification documents is true; whereby, found false or deceptive, AGPR reserves the right to disqualify the bidder from existing and all of the future biddings as per PPRA Rule. | | |
| viii. | Minimum 5 years of general experience; 3 years of relevant government building maintenance experience | | |
| ix. | Assignment in Hand (Presently), (least three Government, Departments or Multinational or Listed Companies/Banks) | | |
| x. | Pay order/demand Draft of Rs. 500,000/- (Rupees: Five Hundred Thousand Only) in favour of Branch Officer (Admn), AGPR, Islamabad (Cheques are not acceptable) shall be submitted before the bid closing time. Copy of the pay order/demand draft shall be scanned and made part of technical proposal to be submitted electronically. | | |

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|--|--|--|--|
| | Original pay order/ demand Draft shall reach to the Branch Officer (Admn), AGPR, before closing time of Pre-Qualification. | | |
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Note.

- a) Proof of aforesaid parameters must be provided.
- b) Bidders who fail to provide supporting documents will not be entertained

5. General Conditions

1. Successful bidder(s) will submit an amount of **Rs. 500,000/-, (Rupees Five Hundred Thousand Only)** as Performance Security Deposit (refundable) along with the contract agreement, which will be released only upon successful completion of the contract period.
2. AGPR shall evaluate the Prequalification Proposals in a manner prescribed in advance and reject any Proposal which doesn't conform to the specified requirements.
3. For each repair work/order, AGPR shall call up quotations in sealed envelope from the prequalified contractors/firms on its panel and award the work to the contractor/firm who has quoted the lowest rates; however, if two or more pre-qualified firms/contractors quote same rates for either of the job assignments, the bidder/firm who may provide the required supplies in the shortest possible time will be given preference.
4. After the prequalification, the shortlisted firms/contractor will have to sign the agreement with AGPR.
5. Payment will be made by AGPR within two weeks on production of the following and after deduction of all taxes as per government law:
 - (a) Bill(s) in original along with sale tax invoice, (if applicable)
 - (b) Satisfactory report duly signed by Building charge/Admin Officer
 - (c) Copy of work order issued by AGPR.
6. The bidder cannot modify or withdraw his bid after submission.

7. AGPR reserves the right to forfeit the performance security deposit in case of breach of any clause of the contract by the contractor.
8. AGPR may on need basis pre-qualify new firms/contractor during continuity of framework agreements in terms of Regulation 16(A)(5) of PPRA Rules, with previously pre- qualified firms/contractor.
9. AGPR reserves the right to accept or reject any or all bids under **Rule 33** ("Rejection of bids") of PPRA Rules.
 - AGPR reserves the right to verify any information provided by the firms etc.
 - Incomplete, unsigned, or late submissions (electronic or hardcopy) will be rejected.
 - Pre-qualification confers no right to award of contract; it only entitles applicants to participate in restricted tenders.

Branch Officer (Admn-II)
Office of AGPR, Islamabad
Ph: 051-9260325