

PRE-QUALIFICATION NOTICE FOR REPAIR/MAINTENANCE

File No. 7/1/2020-21 (G&P). Sealed bids are invited from the Islamabad / Rawalpindi based firms having proper shops and telephone facility, duly registered with sales tax authorities along with vendor numbers for repair/maintenance of Photostat Machines, Computer, Printer, Fax Machine, Scanner, Electric Water Cooler, Air conditioners, Vehicles, Motorcycle, Furniture/Fixture Items and all other Machinery equipments, during the Financial Year 2020-21. Tender can be downloaded from the websites of Ministry of Interior www.interior.gov.pk and Public Procurement Regulatory Authority www.ppra.gov.pk.

The terms and conditions will be as under: -

- ▶ Interested parties may submit their bids for repair/maintenance of Photostat Machines, Computer, Printer, Fax Machine, Scanner, Electric Water Cooler, Air conditioners, Vehicles, Motorcycle, Furniture/Fixture Items and all other Machinery equipments within (15) days of uploading of this notice.
- ▶ Security worth to Rs.25,000/- (Rupees Twenty five thousand only) for repair/maintenance of Photostat Machines, Computer, Printer, Fax Machine, Scanner, Electric Water Cooler, Air conditioners, Vehicles, Motorcycle, Furniture/Fixture Items and all other Machinery equipments is required to be deposited in favor of Drawing & Disbursing Officer/Section Officer (Cash & Accounts) Ministry of Interior. Security deposits will be released/refunded within a fortnight to unsuccessful bidders and in case of successful bidders after 30th June,2021
- ▶ The Repair/Maintenance work will be valid up to 30th June, 2021. Sub-standard work, will not be acceptable and defaulters will be proceeded under law, including blacklisting.
- ▶ Firms will be bound to depute full time representative to carry out the repair/maintenance round the clock even on short notices and on closed holidays throughout the financial year at their own transport in "R" block Pak-Secretariat Islamabad.
- ▶ The Tender Documents must accompany the following certificates.
 - ▶ Firms Registration Certificates.
 - ▶ NTN/STN
 - ▶ Vendor Number.
 - ▶ Bank Account Number.
- ▶ An owner of more than one firm can send bid only from one company.
- ▶ Only typed quotation will be accepted, use of white fluid or over writing will not be accepted.
- ▶ The firms are requested to furnish an affidavit on stamp paper valuing Rs.20/-that the firm is not blacklisted and has no dispute with any Government Organization (s).
- ▶ The Competent Authority reserves the right to accept or reject any tender by whole or partially with assigning proper justifications /deficiency (if any).
- ▶ The competent Authority also reserves the right to cancel the contract entirely during the currency of year if sub-standard work is found. The security amount will be fortified and the firm will be blacklisted.
- ▶ Sealed bids Complete in all respect may reach the SECTION OFFICER (G&P), Ministry of Interior ,Room # 604,"R",Block Pak. Secretariat, Islamabad on or before the stipulated time i.e. 8th September 2020 (Up to 1030 hours).Tenders/ bids will be opened on the same day i.e. 8th September,2020 at 1130 hours in the Office of Joint Secretary (Admn).

(Muhammad Fayyaz Sami)
Section Officer (G&P)
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