

**GOVERNMENT OF PAKISTAN
COMMERCE DIVISION**

PRE-QUALIFICATION OF COMPANIES/FIRMS/WORKSHOPS/VENDORS

Commerce Division invite sealed technical bids for pre-qualification of financially sound Firms/Vendors/Companies/Workshops for following repair and maintenance work during financial year, 2019-20, in the following fields:-

- i) Repair & maintenance of all type of Computers, Printers, Laptops, LCD, LED and Video Conference System etc
- ii) Repair & maintenance of official vehicles of different make and model such as Suzuki, Toyota, Honda & Honda and Yamaha Motorcycles etc.
- iii) Repair & maintenance of Photocopiers (CANON, MONOLTA BUZUB, KYOCERA AND PANASONIC) Air Conditioners, Fax Machines, Electric Heater and Fans etc.
- iv) Repair & maintenance of office furniture & fixture etc.

Terms and Conditions:

- a. Firms shall have their own complete set up i.e. repair centers/workshops in Islamabad for repair /maintenance of specific field indicated above.
- b. Firms shall be bound to provide services to Commerce Division during the period of FY 2019-20 on immediate basis and even at odd hours.
- c. Firms must have General Sales Tax Registration, National Tax Number and is on active taxpayer list (ATL) of FBR. The firm is also responsible to provide vender and bank account number etc
- d. Firms shall be bound to install genuine parts in each item of above field. In case, the spare parts replaced are found sub-standard or second hand, the firms shall stuck off from vender's panel of this Division.
- e. Firms shall be bound to return the replaced/old spare parts and shall be liable to give warranty of each item replaced or repaired. If the same defect arises again during warranty period, the firms shall be responsible to replace respective parts free of cost.
- f. Instructions for Bidders, Pre-qualification of Companies/Firms/Vendors/Workshops and Technical Evolution Criteria & Bidding Documents can obtain during working hours from room No. 427 Block "A" Pak-Secretariat, Islamabad.
- g. Successful bidder must take the items for repair at his own expense, if repair is required at the bidder's workshop, he will return the same to Commerce Division, Block "A" Pak. Secretariat at his own expenses.
- h. Commerce Division reserves the right to accept or reject any or all bids.
- i. Pre- qualification of firms will be processed under clause- 15, 16 and 17 of PPRA rules, 2004.

2 Only pre-qualified Firms/Companies/Vendors/Workshops will be eligible to do business with this Division in their respective field during financial years, 2019-20.

3 Pre-qualification bids should reached to undersigned at Room No.427,Block "A" Pak. Secretariat, Islamabad in 15 days from publication date of this notice and will be opened on next working day at 12.noon.

(Muhammad Arshid)
Section Officer (GA)
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