

Government of Pakistan  
Finance Division  
(Services-II Section)

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## Corrigendum Pre-Qualification Notice

Reference this Division's advertisement published on dated 18-12-2024 in daily Jang and Express Tribune, Rawalpindi/Islamabad.

Sealed tenders for pre-qualification of contractors/firms are invited from Government's registered firms having complete set up in Islamabad/Rawalpindi for repair and maintenance of all type of Photostat machines, Fax Machines, Air-Conditioners Wall Fans/Pedestal Fans, Electric Heaters/Gas Heaters, Computers/Printers, Laptops, IT Equipments, Electric geysers, Shredder machines, furniture/fixtures, Office Building, Fumigation of Buildings, Pest Control Services and Vehicles for **F.Y 2024-25** Extendable upon satisfactory performance). Detail is as under:-

| Sr | Description of Work  | Procurement Method                | Amount      |
|----|--|-----------------------------------|-------------|
| 1  | Repair and maintenance of Machinery & equipments, Computer (Hardware), furniture Items, Office Building, Vehicles and. Fumigation of Buildings and Pest Control Services | Open Competitive/ Quotation Based | As per Work |

2. Interested firms are to submit their documents through **e-PADS** and in sealed envelopes (for verification of documents uploaded on **e-PADS** in the office of undersigned on or before closing date (i.e 13<sup>th</sup> January, 2025) at **11.00** hrs, which will be opened on the same day at **11:30** hrs in Room No.501, 5<sup>th</sup> Floor, Block "Q", Pak Secretariat, Islamabad, along with relevant information/supporting documents e.g. (a) relevant experience and past performance (b) capabilities with respect to personnel, equipments and plant (c) financial position and (d) appropriate managerial capability, in accordance with the PPRA Rules. In case of holiday the next working day of will be considered as the closing date after **15 days** of this advertisement/publication.

3. Tender terms/conditions Pre-qualification document can be downloaded from the undersigned (free of cost) during office hours and are also available on official websites of Finance Division([www.finance.gov.pk](http://www.finance.gov.pk)) and PPRA ([www.ppra.org.pk](http://www.ppra.org.pk)).

Section Officer (Services-II);  
Ph:051-9208101

**TERMS AND CONDITIONS FOR PRE-QUALIFICATION OF FIRMS FOR REPAIR AND MAINTENANCE OF MACHINERY & EQUIPMENTS, COMPUTER (HARDWARE), FURNITURE ITEMS, OFFICE BUILDING, VEHICLES AND FUMIGATION OF BUILDINGS AND PEST CONTROL SERVICES DURING FY 2024-25.**

1. Firms are invited for "Repair and Maintenance of Machinery & Equipment, Computer (Hardware) and Furniture items, Office Building, Fumigation of Buildings, Pest Control Services and Vehicles through single stage one envelop method from well established firms/ contractors/dealers duly registered with Sales tax/Income Tax, NTN& GST departments, and registered in Active Tax Payer List having offices in Islamabad/Rawalpindi, for current Financial year,2024-2025 (extendable upon satisfactory performance).
2. The Finance Division reserves the right to award the contract to best suited Firms/contractors/dealers of Rawalpindi/Islamabad.
3. Firms/contractors/dealers must have at least 1 year of relevant experience with Govt. Departments.
4. The interested firms/vendors must have sound financial position. Proof of Bank statement for the last six months must be attached.
5. The language of correspondence of the firms/contractors/Dealers is English and alternative language shall not be considered.
6. Only typed application will be accepted. Use of white fluid or over writing will not be accepted. All firms are directed to apply online on e-procurement Portal E-PADS as well as original bid must be submitted in hard form (hard copy) in the office of undersigned.
7. The PPRA Rules, 2004 will be fully applied / followed.
8. In the event of non-acceptance of firms, no intimation will be given to the firms/contractors.
9. The right to accept or reject any firms/Contractor without assigning any reason is hereby reserved. The decision of the Finance Division (Main) would be final and binding on all matters relating to pre-qualification of firms/contractors.
10. The interested firms should have regular business office, telephone numbers and email addresses. The proof of firm/company existence as legal entity in particular business/work must also be provided.
11. The interested firms must provide on affidavit that the company was not black listed by any Government ministries/Divisions/Departments.
12. The firm/contractor on the panel will be bound to carry out the requisite work on immediate basis when Photostat machines , fax machine, Air conditioners, wall fans, computer and furniture items and other machinery & furniture, office Building and vehicles are referred to even at odd hours.
13. The firm/contractor must take the item for repair at its own, if the repair is required at contractor's workshop and shall return it to Finance Division at its own risk and cost.
14. The intending firms/vendor must provide a list of its client.

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15. In case of submission of any false information/documents and any other deficiency found in deliverables, the firm will be disqualified / blacklisted.
16. Documents must reach 5<sup>th</sup> Floor, Room No. 506-Q, Services-I Section, Finance Division (Main), Block-Q, Islamabad.

Name of Work Shop/Firm\_\_\_\_\_

Office Address/contact\_\_\_\_\_

Signature/Stamp\_\_\_\_\_