

F.No.1(6)S-1/2020-21
Governme of Pakistan
Finance Division
Services-I Section

**TENDER FOR PRE-QUALIFICATION OF CONTRACTORS/FIRMS FOR
REPAIR OF MACHINERY & EQUIPMEN AND FURNITURE/ FIXTURE**

Sealed tender for pre-qualification of contractors/firms are invited from Government's registered firms having complete set up in Islamabad/Rawalpindi for repair/maintenance of all type of Photostate machines, Fax Machines, Air-Conditioners Wall Fans/Pedestal Fans and Electric Heaters/Gas Heaters, Computers/Printers,Laptops, IT Equipments,electric geysers,Shredder machines and furniture/Fixtures for FY 2021-2022 and remaining period of CFY 2020-21 i.e (January to June,2021)

2. Tender terms/conditions can be collected from the undersigned (free of cost) during office hours and are also available on official websites of Finance Division(www.finanace.gov.pk) and PPRA (www.ppra.org.pk).

3. Interested parties may send their quotations in sealed cover to section officer (Services), Room No.506,Finance Division, Block 'Q' pak Secretariat, Islamabad, upto 17-02-2021 by 1100 hours, which will be opened in Room No.501, 5th Floor, on the same date at 11: 30 hours in the presence of bidders or their authorized representatives, who may wish to attend.

(Abdul Jabbar)
Section Officer (Services)
Ph:9208101

TERMS AND CONDITIONS FOR PANEL FIRMS

The contract rates of items will be valid for period of FY 2021-22 and the remaining period of CFY 2020-21, i.e. (January to June, 2021).

2. The Contractor must be registered with sales tax/income tax departments.
3. The interested firms should have their own complete set up of all type of Photostate machines, Fax Machines, Air-Conditioners Wall Fans/Pedestal Fans and Electric Heaters/Gas Heaters, Computers/Printers, Laptops, IT Equipments, Vehicles and Furniture/Fixtures for FY 2021-2022 and remaining period of CFY 2020-21 i.e (January to June, 2021) in Islamabad/Rawalpindi.
4. The bidder must show their rates for spare parts (original brand) of each items of above works. In case, the firms install /replace sub-standard or second hand spare parts firms will be struck off from panel of Finance Division by forfeiting security deposit.
5. The firm on the panel will be bound to carry out the requisite work on immediate basis when Photostate Machines, Fax Machine, Air-conditioners, Wall Fans/Pedestal Fans, Electric Heaters/Gas Heaters/Shredder machine, computers/Printers and machinery/electric items is referred to even at odd hours on given rates by the firms in the contract.
6. The rates offered must be including GST.
7. The firm will be bound to return old spare items in case of replacement with new. Warranty period if applicable of each items replaced or repair should be clearly mentioned in quoted rates. If the same defect is arisen again within warranty period, firms will be responsible to replace it free of cost.
8. Bids without valid security deposit will not be entertained. The security deposit should be valid up to 30 June 2022.
9. Bids Security at the rate of 5% of quoted price of the tender amount in shape of Bank draft/Payorder (Refundable) in favour of Finance Division, Islamabad must be attached with each bid separately.
10. The procuring agency reserves the right to accept or reject any or all bids/proposals in accordance with Rule-33 of PPRA Rules-2004.
11. The successful bidder must take the item for repair at its own, if the repair is required at the bidder's workshop and shall return it to Finance Division at its own risk and cost.
12. A certificate from firms on stamp paper that they have not been black listed by any Government, Semi Govt Department or any Govt. agency must be attached.

Name of Work Shop/Firms: _____

Office Address/contact: _____

Signature/Stamp: _____