



## **PRE-QUALIFICATION NOTICE NO. 01 / 2023-2024**

**Regional Tax Office, Rawalpindi**, invites Sealed Bids from Contractor / Services Providers, for prequalification for repair and maintenance of its offices and residential buildings including Whitewash, Paint, Polish, Weather Shield, Ceiling Repair, Minor Electric, Sanitary repair, Plaster, minor dismantling and miscellaneous petty civil repair work of buildings etc.

2. The terms and conditions for prequalification are as under:-

- a. Firms / Contractors participating for pre-qualification must have sufficient experience in this field.
- b. Firms / Contractors should have their own office / sub-office in Islamabad / Rawalpindi.
- c. Firms / Contractors must have GST / NTN Registration and is on active taxpayer list in FBR.
- d. Firms / Contractors should have bank account and vender number assigned by AGPR.
- e. Having capabilities of various types of repair / maintenance of buildings as mentioned in para (1) of the notice.
- f. Detailed list of technical employees of the firm.
- g. Details of related works done in previous three years alongwith documentary proof.
- h. Detail of equipment in the name of firm / Contractor.
- i. Firms / Contractors on the panel will be bound to carry out the requisite work on immediate basis even at odd hours.
- j. Firms / Contractors will return / disburse old part (if any) in case of replacement with new according to the government rules.
- k. In case some fault arises during the year 2023-24, the firm / contractor will be responsible to replace / repair it, free of cost.
- l. Affidavit on stamp paper Rs. 100/-, declaring that the Company is not blacklisted by any Government Department – Federal or Provincial.
- m. Sealed bids should be attached with pay order in the name of D. D. O. Regional Tax Office, Rawalpindi, equivalent to Rs. 25,000/- as call deposit (Refundable).
- n. Further details (if required) about repair and maintenance work of the buildings may be obtained from General Branch, Ground, Regional Tax Office, Tax House, Kachehry Chowk, Rawalpindi, during the office hours i.e. 07:30 AM to 03:30 PM.

3. Sealed bids should be reached in the office of the undersigned upto **25.09.2023 at 11:00 AM**. The tenders will be opened by the Purchase Committee in the presence of bidders or their representatives at 11:30 AM on the same day, at Conference Hall, Ground Floor, Regional Tax Office, Tax House, Kachehry Chowk, Rawalpindi.

4. The Committee reserves the right to cancel the tender under PPRA Rules.

( IRFAN IQBAL JANJUA )  
Administrative Officer (IR)/  
Secretary Purchase Committee,  
051-9292761