GOVERNMENT OF PAKISTAN
CUSTOMS ACADEMY OF PAKISTAN (CAP)
OLD CBR BUILDING, CDA BLOCK-III, G-6
ISLAMABAD

C. No.3 (44) ADMN-TR/2025-26/3450 Dated: 8th October, 2025

The Deputy Director (IT/Web),
Public Procurement Regulatory Authority,
1st Floor FBC Building near State Bank,
Islamabad.

Subject: **UP-LOADING OF PRE-QUALIFICATION NOTICE.**

Please find enclosed herewith the pre-qualification of workshops for repair and maintenance of official vehicles along with pre-qualification documents.

2. The last date of submission (Bid closing date) is 24-10-2025 (11:20 Hrs.), Bid opening date 24-10-2025 11:50 AM, it is therefore requested that the same may be uploaded on your website.

(WARDAH HAJRA)
Deputy Director

Copy To:

1. The Secretary (FATE). Federal Board of Revenue Headquarters, Islamabad for uploading on Board's website.
2. The Deputy Director, Press Information Department, G-7 Islamabad.

Hidmen Asghar
Chief (TPS)

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INSTRUCTIONS TO BIDDERS

This Pre-qualification document is meant for submission of Competitive Bidding for the Repair & Maintenance of official vehicles of Customs Academy of Pakistan, Islamabad. Interested bidders may download the Pre-qualification documents from the PPRA website. The bidders will be shortlisted as per set out criteria, which includes;

1. Experience in Repair & Maintenance of Vehicles for a minimum period of 03 years.
2. Physical infrastructure including
   i. Parking space
   ii. Workshop space/ Equipment/ Infrastructure.
   iii. Repair facilities
3. Mechanical & Technical Expertise:
   i. No. of Technicians.
   ii. No. of Denters / Painters/ Workers/Helpers
4. Bank Statement (Minimum 3 million & above) subject to verification.
5. Machinery/ tool/ equipment (complete details of inventory in workable condition) subject to verification.

(WARDAH HAJRA)
Deputy Director

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PRE-QUALIFICATION NOTICE

Customs Academy of Pakistan Islamabad intends to invite application for Pre-qualification of workshops registered with Income Tax/ Sales Tax department and having their own office/ workshop in Islamabad for following services during the FY-2025-26, for the vehicle. Details are as under:

Name of Purchasing Agency	**Pakistan Customs Academy ,Islamabad**
Number of Prequalification Notice	01
Contact Officer	Transport Officer, 051-9218728,Ph:03115544082
Closing Time , Date & place of receiving bids	Upto (Bid closing date) is 24-10-2025 (11:20 Hrs.), Bid opening date 24-10-2025 11:50 AM, Customs Academy of Pakistan Islamabad, old CBR Building CDA Block No.03 , G-6, Islamabad

2. Pre-qualification documents can been downloaded from EPADS and PPRA website.

3. The procuring agency reserves the rights to accept or reject any or all bids/ proposals in accordance with Rule-33 of PPRA Rule-2004.

(WARDAH HAJRA)
Deputy Director

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PRE-QUALIFICATION OF FIRM

Customs Academy of Pakistan, Islamabad intends to prequalify interested workshops for repair work of vehicles of various makes and models, such as Toyota, Honds, Nissan, Suzuki, Mitsubishi, etc. The scope includes wheel alignment/ balancing, electric work, suspension, A/C work complete, denting/ Painting work and the purchase of tyres and spare parts.

2. **Terms and conditions are as follow:**

i. The interested workshop must have the following:
   a) Capability in various types of repair/ maintenance, overhauling of engines, denting / painting, handling of software/ electronic technology in vehicles and other kind of repair & maintenance works.
   b) Relevant experience in the field.
   c) Capabilities with respect to personnel, equipment and plant.
   d) Sufficient parking/ inspection area.
   e) Capability of Wheel balancing/ Alignment access.
   f) Availability of spare parts.
   g) GST/ NTN registration.

ii. No blacklisting certificate (affidavit on judicial stamp paper.)

iii. The workshop on the panel shall be bound to carry out the requisite work on immediate basis even on odd hours.

iv. The workshop shall return old parts in case of replacement with new ones.

v. In case of any fault during warranty period, the workshop shall be responsible for replacing it free of cost.

vi. Bids must be attached with a pay order in the name of Deputy Director, Customs Academy, Islamabad of Pakistan equivalent to Pakistani Rs.50,000 as a call deposit/ pay order.

vii. The technical committee will conduct a physical visit of all workshops, before prequalification.

3. Interested bidders having NTN/STRN may submit sealed Tenders on EPADS and by hand no later than 11:20 AM on 24.10.2025 and will be opened the same day at 11:50 AM. The Customs Academy of Pakistan, Islamabad reserves the right to cancel the tender under PPRA Rules. This tender notice may also be seen on PPRA website.

(WARDAH HAJRA)
Deputy Director

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SELECTION CRITERIA

Sr. No.	Assessment Criteria	Maximum Marks
1.	Experience related to similar assignments(years) 05 Years and more =20 03 to 05 Years =15 01 to 03 Years =10	20
2.	Machinery / Tools/ Equipment Well Equipped =20 Medium Level Equipped =15 Poorly equipped =05 Marks will be given subsequent to physical verification	20
3.	Mechanical & Technical Staff Capability i. 2 Experts & above and 2x helper & 1x Security guard = 20 ii. 1 Expert and 1x Helper & 1x security guard =15	20
4.	Parking / repairing Space for Vehicles More than 05 vehicles =20 02 to 05 Vehicles =15 Less than 02 Vehicles =10 Marks will be given subsequent to physical verification	20
5.	Financial Position Bank statement or other evidence of financial health (03 Million) =20 (02 Million) =15 Less than (01 Million) =10	20
Total		100

(**WARDAH HAJRA**)
Deputy Director