



GOVERNMENT OF PAKISTAN
MINISTRY OF MARITIME AFFAIRS



F.No.2(1)/2023-Gen

Islamabad, the 28, December, 2023

From:

Mazhar Ali
Section Officer (Gen)
Phone: 9244218

To:

The Director Advertisement,
Press Information Department,
Zero Point, Islamabad

SUBJECT: TENDER NOTICE

I am directed to refer to the above subject and to state that this Ministry intends to hire Auto workshop for financial year 2023-24 through competitive bidding under Public Procurement Rules (PPR)2004. The Tender Notice for submission of bids may be published on **29-12-2023** under classified column in the following newspapers: -

Newspapers	Daily Urdu & Daily English, local basis Rawalpindi / Islamabad
No of Insertion	One each
Date of Insertion	Immediate

2. Copies of the newspaper in which this Tender Notice will be published, may be provided to this Ministry for record. Sufficient funds are available under the relevant head to meet the cost of this advertisement. The bill may kindly be sent to this Ministry for payment accordingly.

Encl: As Above

(Mazhar Ali)

Section officer (General)

Ph # 051-9244218

Copy to:

1. I.T Specialist, M/o Maritime Affairs, Islamabad, with the request to upload the same on the website of this Ministry.



GOVERNMENT OF PAKISTAN
MINISTRY OF MARITIME AFFAIRS



TENDER NOTICE

Ministry of Maritime Affairs invites sealed bids from Auto workshops registered with Sales Tax / Income Tax Departments and having their own offices/stock/manpower/expertise in Islamabad/Rawalpindi for services required by the Ministry of Maritime Affairs, Islamabad during CFY-2023-24.

Name of Procuring Agency	Ministry of Maritime Affairs, Islamabad.	
Number of Tenders	One (01)	
Title of Procurements	1)	Pre-qualification of workshops
Contact Officer	Section Officer (General) Ph: 051-9244218	
Closing Time and Date & Place for receiving of bids	Upto 1100 hrs , on 12-01-2024 at Ministry of Maritime Affairs, 8 th Floor, Kohsar Block, Pak Secretariat, Islamabad	
Time & Place of publicly opening of bids.	At 11:30 hrs , on 12-01-2024 , at Ministry of Maritime Affairs, 8 th Floor, Kohsar Block, Pak Secretariat, Islamabad	

2. Detailed terms/conditions can be obtained (free of cost) from the office of the undersigned during office hours and can also be downloaded from official websites of Ministry of Maritime Affairs (<https://www.moma.gov.pk>) and PPRA (www.ppra.org.pk).

(Mazhar Ali)
Section Officer (Gen)
Ph # 051-9244218

(5)
TENDER NO. 1
PRE-QUALIFICATION OF WORKSHOPS

CRITERIA FOR PRE-QUALIFICATION OF WORKSHOPS.

For repair, maintenance and purchase of spare parts for main make and model of vehicles of different make & Motorcycle the sealed bids are invited from registered workshops.

- i) The interested workshops must have 5 years' experience in relevant field.
- ii) The workshops should have their own complete setup i.e. garage, spare parts availability and technical experts in Islamabad/Rawalpindi.
- iii) Telephone/fax facilities etc in Islamabad/Rawalpindi.
- iv) The Workshop should be registered with Sales Tax and Income Tax Department. Valid document may be attached.
- v) The interested parties must have sound financial position, proof may be provided.
- vi) Non-blacklisting affidavit on stamp paper may be attached with bidding document.
- vii) Tender Committee can conduct physical visit of all workshops before the pre-qualification.
- viii) Secure parking of the official vehicles must be ensuring while sent for repairs.
- ix) The firm will be responsible for any loss/damage caused.
- x) Bid security amounting to Rs.20,000/- in favour of DDO, Ministry of Maritime Affairs Islamabad must be attached with bid.
- xi) Confidentiality of all correspondences/matters must be ensured by the firms.

TERMS & CONDITIONS

- i. The workshop on the panel will be bound to carry out the requisite work on immediate basis when vehicle is referred to it even at odd hours.
- ii. While submitting rates the workshop should clearly show whether GST is excluded or included in the offered rates.
- iii. The workshop will be bound to return old spare parts in case of replacement with new.
- iv. Warranty period of each item replaced or repaired should be clearly mentioned in quoted rates.
- v. If the same defect is arisen again the workshop will be responsible to replace it free of cost.

Name of Workshop: _____

Office Address/Contact: _____

Signature/Stamp: