

**NOTICE FOR PRE-QUALIFICATION OF BIDDERS / FIRMS
FOR REPAIR OF COMPUTERS/LAPTOPS AND PRINTERS.**

Finance Division intends to invite proposals for pre-qualification from Government's registered and reputed firms having complete set up in Islamabad / Rawalpindi for repair / maintenance of all type of Computers/ Printers and Laptops for the remaining period of Current Financial Year 2014-15 and the Financial Year 2015-16 i.e. upto 30th June, 2016.

2. Tender terms / conditions for participation in the competition can be collected from the undersigned (free of cost) during office hours or downloaded from the websites of Finance Division (www.finance.gov.pk) and PPRA (www.ppra.org.pk).

3. Interested parties may send their proposals in sealed cover to Section Officer (Services), Room No.506, Finance Division, Block 'Q', Pak Secretariat, Islamabad upto **17th March, 2015** by 1100 hours, which will be opened in the 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.



(ALTAH HUSSAIN)
Section Officer (Services)
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**TERMS AND CONDITIONS FOR PARTICIPATION IN THE COMPETITION FOR
PREQUALIFICATION PANEL OF FIRMS FOR REPAIR OF
COMPUTERS, PRINTERS AND LAPTOPS.**

The prequalified firms shall be bound to provide services to Finance Division for period of FY-2015-16 and the remaining period of CFY i.e. March to June, 2015.

2. The Intending firms must have General Sales Tax Registration and National Tax Number.
3. The interested firms should have their own complete set up for repair of all type of Computers/Laptops and Printers in Islamabad / Rawalpindi.
4. The bidders shall be bound to install genuine parts of each item of above works. In case, the spare parts replaced were found sub-standard or second hand, the firms shall be struck off from panel of Finance Division by forfeiting its security deposit.
5. The firms on the panel shall be bound to carry out the requisite work on immediate basis and even at odd hours.
6. The firms shall be bound to return the replaced/old spare items and shall be bound to give warranty of each items replaced or repaired. If the same defect is arisen again during warranty period, the firms shall be responsible to replace it free of cost.
7. Security deposit equal to RS.50,000/- in shape of Bank Draft/Pay order valid upto 30th June, 2015 in favour of Finance Division, Islamabad must be attached with the bid separately. The Security deposit of the qualified / successful firms shall be retained upto the expiry of the contract period. Bids without valid security deposit shall not be entertained.
8. 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.
9. The intending firms must provide a list of its clientage.
10. The firm shall provide an affidavit to the effect that it has never been black listed or has indulged in any kind of litigation with any Government Department.
11. The procuring agency reserves the right to accept or reject any or all bids/proposals in accordance with Rule-33 of PP Rules-2004.



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