

MOST IMMEDIATE
NATIONAL ASSEMBLY SECRETARIAT

No.F.1(04)/2023-2024/Pre-Qualification/T-Cell

Islamabad the 14th July, 2023

OFFICE MEMORANDUM

Subject: - TENDER FOR PRE-QUALIFICATION OF FIRMS FOR REPAIR/ MAINTENANCE, PURCHASE OF TYRES AND BATTERIES FOR OFFICIAL VEHICLES OF NATIONAL ASSEMBLY SECRETARIAT DURING THE FINANCIAL YEAR 2023-2024.

The undersigned is directed to enclose herewith a copy of Tender for Pre-qualification of firms for repair/maintenance including supply of tyres and batteries for official vehicles of the National Assembly Secretariat, Islamabad, for uploading on PPRA Website.

(KHALIL AHMED)
Section Officer (Transport),
Telephone No.9206239

✓ Copy to Director (IT), National Assembly Secretariat along-with a copy of above Tender Notice for uploading on National Assembly Secretariat Website.

(KHALIL AHMED)
Section Officer (Transport)

NATIONAL ASSEMBLY SECRETARIAT

No.F.1(4)2023-24/Pre-Qualification/T-Cell

Islamabad, the 14th July, 2023

Tender Notice

Subject:- PRE-QUALIFICATION OF FIRMS FOR REPAIR/ MAINTENANCE, PURCHASE OF TYRES AND BATTERIES FOR THE OFFICIAL VEHICLES OF THE NATIONAL ASSEMBLY SECRETARIAT DURING THE FINANCIAL YEAR, 2023-2024.

National Assembly Secretariat invites proposals from authorized firms/workshops, registered with Sales tax/Income Tax Departments and having their own workshops/stocks/manpower, expertise, based in Rawalpindi/Islamabad for Pre-qualification of firms for repair/maintenance including supply of tubeless tyres and batteries for official vehicles of different makes and models i.e BMW, Toyota, Honda, Suzuki, Hino, Isuzu Buses, coasters and Honda Motor cycles. The last date for submission of the proposals is 04th August, 2023 till 11:00 am and will be opened on the same date at 2:30 P.M.

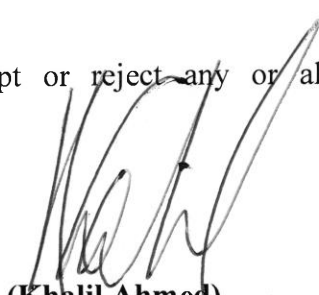
2. Tender security of Rs.50,000/- in the shape of Bank Draft/Pay Oder (Refundable) in favour of Section Officer (Transport), National Assembly Secretariat, Islamabad must be attached with each tender separately, failing which tender will not be accepted..

3. Interested parties may submit their proposals separately for repair/maintenance of vehicles, supply of tyres and batteries etc.

4. Initially, the contract will be for one year for the financial year 2023-2024 extendable for further period of one year subject to satisfactory performance.

5. Detailed terms and conditions and specifications of tyres/batteries can be collected free of cost from the undersigned during office hours and are also available on the official website of this Secretariat, (www.na.gov.pk) as well as on PPRA website (www.ppra.gov.pk).

6. The procuring agency reserves the right to accept or reject any or all tenders/proposals in accordance with PPRA Rules-2004.


(Khalil Ahmed)
Section Officer (Transport)
Ph: 051-9206239



قومی اسمبلی سیکرٹریٹ

اسلام آباد، ۱۴ جولائی، ۲۰۲۳ء

نمبر ایف۔ ا۔ (۴)۔ ۲۰۲۳۔ ۲۰۲۳ء / پیشگی اہلیت / شعبہ ٹرانسپورٹ

ٹینڈر نوٹس

موضوع: مالی سال ۲۰۲۳-۲۰۲۳ء کے دوران قومی اسمبلی سیکرٹریٹ کی سرکاری گاڑیوں کی مرمت / درستگی، ان کے لئے ٹائروں اور بیٹریوں کی خریداری کے ضمن میں فرموں کی پیشگی اہلیت۔

قومی اسمبلی سیکرٹریٹ کو سیلز ٹیکس / انکم ٹیکس کے محکموں کے پاس رجسٹرڈ مجاز فرموں / ورکشاپس سے جو راولپنڈی / اسلام آباد میں اپنی ذاتی ورکشاپس / ذخیرہ سامان / افرادی قوت، ماہرین کی حامل ہوں سے مختلف ساخت اور ماڈلز کی سرکاری گاڑیوں یعنی بی ایم ڈبلیو، ٹیوٹا، ہنڈا، سوزوکی، ہینو، ایسوزو بسوں، کوسٹروں اور ہونڈا موٹر سائیکلوں کی مرمت / درستگی بشمول ان کے لئے ٹیوب لیس ٹائروں اور بیٹریوں کی فراہمی کے ضمن میں فرموں کی پیشگی اہلیت کے لئے تجاویز مطلوب ہیں۔ تجاویز جمع کرانے کی آخری تاریخ ۴ اگست، ۲۰۲۳ء صبح گیارہ بجے تک ہے اور یہ اسی تاریخ کو دوپہر ۲:30 بجے کھولی جائے گی۔

- ۲۔ ہر ایک ٹینڈر کے ساتھ علیحدہ طور پر سیکشن آفیسر (ٹرانسپورٹ)، قومی اسمبلی سیکرٹریٹ، اسلام آباد کے نام بینک ڈرافٹ / پے آرڈر (قابل واپسی) کی صورت میں - / 50,000 روپے کی ٹینڈر سیکورٹی منسلک کرنا ضروری ہے وگرنہ ٹینڈر قبول نہیں کیا جائے گا۔
- ۳۔ دلچسپی رکھنے والی پارٹیاں گاڑیوں کی مرمت / درستگی اور ان کے لئے ٹائروں اور بیٹریوں وغیرہ کی فراہمی کے لئے اپنی تجاویز علیحدہ طور پر جمع کروا سکتی ہیں۔
- ۴۔ ابتدائی طور پر معاہدہ کی مدت مالی سال ۲۰۲۳-۲۰۲۳ء کی بابت ایک سال ہوگی جس میں مزید ایک سال کی توسیع ہو سکتی ہے جو باہمی رضامندی سے اطمینان بخش کارکردگی کے تابع ہوگی۔
- ۵۔ ٹائروں / بیٹریوں کی مفصل شرائط و قیود اور تخصیصات زیر دستخطی سے دفتری اوقات کے دوران بلا معاوضہ حاصل کی جاسکتی ہیں اور یہ سیکرٹریٹ ہذا کی سرکاری ویب سائٹ (www.na.gov.pk) پر نیز پی پی آر اے ویب سائٹ (www.ppra.gov.pk) پر بھی دستیاب ہیں۔
- ۶۔ ادارہ خریداری، پی پی آر اے قواعد، ۲۰۰۴ء کے مطابق کسی یا تمام ٹینڈر / تجاویز کو منظور یا مسترد کرنے کا حق محفوظ رکھتا ہے۔

(خلیل احمد)
سیکشن آفیسر (ٹرانسپورٹ)

051-9206239

NATIONAL ASSEMBLY SECRETARIAT

(Tender Document)

Pre-qualification of firms for repair/maintenance including supply of tubes tyres and batteries etc.

Terms and Conditions.

- 1) Proposals are invited for “Supply and installation of vehicle tyres, batteries and repair/maintenance of vehicles for a period of one year” (**financial year 2023-2024**). The contract is extendable for further period of one year with mutual consent.
- 2) Following Evaluation Criteria will be used to evaluate the tenders:
 - i. Authorized Dealer/Partner/Distributor (Certificate) & Sound Financial position.
 - ii. Capabilities in terms of manpower and equipment.
 - iii. Quality of Service provided to existing clients (list to be attached).
 - iv. Experience of the Supplier/Technical Skill.
 - v. Availability of tyres/services at Rawalpindi, Islamabad.
 - vi. Provision of Professional Certificate.
- 3) National Assembly Secretariat reserves the rights to accept full or part supplies offered and firms should supply the same at the rates finalized between the supplier and the Secretariat after pre-qualification.
- 4) It is of utmost importance that proposals should be submitted very carefully and the instructions forth above scrupulously complied with, failing which the proposal will be rejected.
- 5) Interested firms should have regular place of business in Islamabad/Rawalpindi having telephone numbers and email address and must provide proof of their existence and their experience in the particular business, for not less than 05 years and proof of company as legal entity.
- 6) Proof of company as legal entity and affidavit that the company is not black listed by any organization must be presented with the application on stamp paper worth Rs.100.
- 7) The right to accept, reject or cancel any tender without any obligation to inform affected party is hereby reserved as per provision of PPRA Rules, 2004. The decision of this procuring agency will be final and binding on all matters relation to this tender.
- 8) Tyres shall be supplied and installed strictly in accordance with approved certificates i.e. quality, brand and measurement etc. If the successful supplier fails to maintain the specification (Quality / Quantity) of the tyres during the contract period, the security deposit shall stand forfeited and its tender shall stand cancelled forthwith on such default (same for repair/maintenance of vehicles).
- 9) Order for supply of tyres, batteries and work order for repair/maintenance will be placed on need basis as and when required during the financial year 2023-2024.
- 10) Successful applicants will be required to furnish a pay order/ bank draft of Rs.50,000/- as security deposit and will be refund on expiry of the contract only.

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- 11) Successful applicants will be required to sign a contract for supply of selected tyres, batteries and repair work for complete year with the Secretariat.
- 12) Interested parties should submit their proposals separately for repair/maintenances and supply of tyres and batteries etc.
- 13) Incomplete offer/ offers received after notified date and time or offers not fulfilling any condition of the tender will be rejected.

Specification of Tyres of Different sizes

Tyres Size	Rates in Pak rupees only for one tyre along with fitting balancing & Alignment				
	General Tyres	Bridgestone	Pirelli	Dunlop	Michelin
195-65R15					
165-70R12					
195-R15					
9.00-20					
285-50-R20					
285-50-R18					
265-65R17					
245-50R18					

Batteries of Different vehicles

Vehicles /Models	EXIDE	AGS	VOLT A	PHOENI X	DRY BATTERY
BMW Car					
Toyota Land Cruiser Prado					
Toyota Hi Lux Vigo/Revo					
Toyota Hiace/Hi-lux/Coaster					
Toyota Corolla /Honda City					
Suzuki Cultus					
Suzuki Bolan,					
Hino Buses					
Isuzu Buses					
Isuzu Coaster					
Hino Coaster					
Honda Motorcycles					

Make/ Models of Vehicles for Repair/maintenance
BMW Car, 2017
Toyota Land Cruiser Prado, Fortuner, 2011 2015,2016,2017
Toyota Hi-Lux Vigo/Revo, 2014,2018,2021,2022,2023
Toyota Hiace/Hi-lux, 1996, 2009,2010,2016
Toyota Corolla, 2009,2010,2012,2015,2017
Honda City, Toyota Coaster, Hyundai, 2022,2023
Suzuki Cultus, 2008,2009,2016
Suzuki Bolan, 2016
Hino Buses, 1991, 1992,1996
Isuzu Buses, 2003
Isuzu Coaster, 2003
Hino Coaster, 2010
Honda Motorcycles, 2005,2009,2010,2011,2014,2016,2017

Stamp of firm-----

Signature of firm-----

CNIC No -----