

Government of Pakistan  
Ministry of Information Technology & Telecom  
National Information Technology Board

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Tender No. NITB-5(1)2021-24 /783

PRE-QUALIFICATION OF SUPPLIERS/SERVICES PROVIDERS.

National Information Technology Board invites proposals for Pre-Qualification of Workshop / Firms located in Islamabad/ Rawalpindi for following Repair/Maintenance work during the financial year 2021-24: -

- i. Repair/Maintenance of official vehicles of different make such as Suzuki, Toyota, Honda Motor Cycles.
- ii. Repair/Maintenance of all type of Photocopier, Fax Machines, Computers, Printers, LCD/LED, Laptops, UPS, Batteries, CCTV Cameras and all IT & Machinery equipment.
- iii. Repair/Maintenance of Air Conditioners, Generators, Electric/Gas Geezers, Heaters, Fans. Telephone Exchange, Phones, Electric Appliances, Generator, Water/Boring Motors, plumber work, Electric/Gas/Glass/Aluminum Fixtures and all Sanitary items.
- iv. Repair/Maintenance of Official Furniture & Fixture.
- v. Supply / provision of general items.

2. Document for participation in the pre-qualification competition can be obtained from the office of the undersigned on any working day from NITB office or can be downloaded from the PPRA/NITB website.

3. Interested supplier's /service provider may send their proposals under sealed cover to the undersigned latest by **16-08-2021** at **11:00 am**. Which will be opened on the same date at **11:30am** in presence of bidders or their representatives.

**Sultan Shehar Yar**  
Deputy Director Admin  
National Information Technology Board  
24-B, Street No.6, H-9/1, Islamabad.  
Phone: - 051-9265063

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**Tender No. NITB-5(1)2021-24 / 793**

**CRITERIA FOR PRE-QUALIFICATION OF SUPPLIERS / SERVICE PROVIDERS.**

1. The interested firms/ vendors must have atleast 1-year experience in relevant field.
2. The firm / Vendor should have their own well-established premises and technical experts in Islamabad/ Rawalpindi.
3. Telephone / Email / Fax facilities etc. in Islamabad / Rawalpindi.
4. The firm / vendor should be registered with Sales Tax and Income Tax Department. Valid documents may be attached.
5. The interested parties must have sound financial position, proof which must be provided.
6. The bidder must submit an **Affidavit** (on stamp paper) that its firm /company/business is not black listed by any Government/semi Government/ autonomous organization at the time of pre-qualification process.
7. Tender Committee may conduct physical visit of all offices before the pre-qualification.

**TERMS AND CONDITIONS**

1. The firm / vendor on the panel will be bound to carry out the requisite work on immediate basis.
2. While submitting rates the firm should clearly show whether GST is excluded or included in the offered rates.
3. The firm will be bound to return old parts in case of replacement with new. Warranty period of each item replaced or repaired should be clearly mentioned in quoted rates. If the same defect arises again the firm / vendor will be responsible to replace it free of cost.

  
**Sultan Shehar Yar**  
Deputy Director Admin

Name of Workshop / Firm: \_\_\_\_\_  
Office Address / Contact No: \_\_\_\_\_  
Signature / Stamp: \_\_\_\_\_