

No. F. 7-2/2024-24-GA
Government of Pakistan
Ministry of National Food Security and Research

PRE-QUALIFICATION NOTICE

Ministry of National Food Security and Research (MNFS&R) intends to pre-qualify workshops/firms/vendors registered with Sales Tax / Income Tax Departments and are on Active Taxpayer List (ATL) of FBR having their own offices / stock / manpower / expertise in Islamabad / Rawalpindi for following procurements, works and services required during the Financial Year 2024-25 under Rule-15 read-with Rule 42(a)&(b) of PP Rules, 2004 amended from time to time. Details are as under: -

Sr. #	Pre-qualification Description	Bid Security / Earnest Money (not exceeding 5%)
1.	Pre-Qualification of Workshops for Repair / Maintenance work of official vehicles of Ministry of NFS&R during Financial year 2024-25.	Rs. 10,000/-
2	Pre-Qualification of Firms / Vendors for the purchase/ petty purchase / repair/maintenance including Non-Tender items upto Rs. 500,000/- in terms of Rule 42 of PPR, 2004 amended from time.	Rs. 10,000/-

2. Pre-qualification bids would be collected and opened as per following schedule:-

Date of Collection of Bidding Documents (sealed tender bids)	From 16.07.2024 to 30.07.2024 , bidding documents shall be collected through e-Pak Acquisition & Disposal System (EPADS) and all prospective bidders shall apply for pre-qualification 2024-25 through EPADS. No manual bids/hard copies shall be accepted.
Date, Time & Place of publicly opening of Bids.	On 30.07.2024 at 02:00 P.M. , Office of Deputy Secretary (Admn-I), Room No. 403, 4 th Floor, Ministry of NFS&R, Pak- Secretariat, Islamabad.

3. Interested eligible bidders are requested to register themselves on the EPADS (<https://eprocure.gov.pk/>) and submit their documents on EPADS. The interested eligible bidders may obtain a complete set of bidding documents containing list of items, specifications of required items and detailed terms and conditions from the websites of M/o NFS&R, PPRA and from EPADS. The set may also be obtained from Room No. 412, 4th Floor, B-Block, Pak-Secretariat, Islamabad on submission of written application on company letter head, duly supported by a copy of NTN & GST Certificates free of cost.

4. The bid security/earnest money, earmarked above in the shape of Pay Order / Demand Draft/Call Deposit in favour of SO (GA), M/o NFS&R along with bid documents should be uploaded through EPADS (scanned copy) and hard copy must be submitted physically on or before **11:00 A.M** by **30.07.2024 in Room No. 412, 4th Floor, B-Block, Pak Secretariat, Islamabad**. Bids will be opened on the same date at **02:00 P.M** in terms of Rule 28 of PPR 2004.

5. This Pre-qualification Notice is also available on the websites of Ministry of NFS&R (www.mnfsr.gov.pk), PPRA (www.ppra.gov.pk) and EPADS (www.eprocure.gov.pk). The procuring agency reserves rights to accept or reject any or all bids / proposals in accordance with Rule-33 of PPR-2004 amended from time to time.

(ZEESHAN MUSTAFA)

Section Officer (GA)

Ph: 9201270

F. No. 7-2/2024-25-GA
GOVERNMENT OF PAKISTAN
Ministry of National Food Security and Research
ISLAMABAD
Tel: 051-9201270



PRE-QUALIFICATION FORM /BIDDING DOCUMENTS

Sr. #	Pre-qualification Description	Bid Security / Earnest Money (Token) (not exceeding 5%)
1.	Pre-Qualification of Workshops for Repair / Maintenance work of official vehicles of Ministry of NFS&R during Financial year 2024-25.	Rs. 10,000/-
2	Pre-Qualification of Firms / Vendors for the purchase/ petty purchase / repair / maintenance including Non-Tender items upto Rs. 500,000/- in terms of Rule 42 of PPR, 2004 and Procurement Regulations issued vide SRO No. 296(I)/223 dated 27.02.2023 amended from time.	Rs. 10,000/-

Sr.No.....

GOVERNMENT OF PAKISTAN
MINISTRY OF NATIONAL FOOD SECURITY AND RESEARCH

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CRITERIA FOR PRE-QUALIFICATION OF WORKSHOPS /
INSTRUCTIONS TO WORKSHOP OWNERS

Terms & Conditions

For carrying out repair & maintenance work in authorized vehicles of this Ministry, sealed bids are invited from workshops registered with Income and Sales Tax Departments and are on Active Taxpayer List (ATL) of FBR (copies of valid documents may be attached), having their own complete setup i.e. garage, spare parts availability and technical experts in Islamabad / Rawalpindi.

2. The Pre-qualification process shall be carried out through EPADS.
3. Interested eligible bidders must be registered on the EPADS (<https://eprocure.gov.pk/>) and submit their documents on EPADS.
4. Bid security of amounting of Rs. 10,000/- in shape of bank draft/call deposit in favour of SO (GA), MNFS&R must be uploaded (Scanned) in EPADS and submitted in hard copy otherwise proposal will be rejected straightaway.
5. The workshops must have at least 01 year experience.
6. Secure parking for the official vehicles may be ensured. The workshop will be responsible for any loss / damages caused in this regard.
7. Non blacklisting certificates on affidavit may be attached with bidding documents.
8. Purchase / Pre-qualification Committee may conduct physical visit of all workshops before pre – qualification.
9. 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.
10. While submitting rates the workshop should clearly show whether GST is excluded or included in the offered rates.
11. The workshop will be bound to return old spare 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 in arisen again the workshop will be responsible to replace it free of cost.

Forfeiture of Earnest Money and Blacklisting of Workshop

12. In case of submission of any false information / documents and any deficiency found in deliverables, the Earnest Money will be forfeited and the workshop would also be disqualified/blacklisted.

Corrupt or Fraudulent Practices

11. The Purchaser observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser:-

- i. defines, for the purposes of this provision, the terms set forth below as follows:
 - a. “corrupt and fraudulent practices” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty
- ii. will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- iii. will declare a firm ineligible and blacklisted for future participation either indefinitely or for a specific period of time as may deem appropriate by the competent authority of this Ministry being procuring agency.

I / We have read and agree with the above mentioned terms and conditions.

Name of workshop/owner

Signature

Date

GOVERNMENT OF PAKISTAN
MINISTRY OF NATIONAL FOOD SECURITY AND RESEARCH

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CRITERIA FOR

PRE-QUALIFICATION OF VENDORS / FIRMS FOR THE PURCHASE / PETTY PURCHASE / REPAIR / MAINTENANCE INCLUDING ALL NON-TENDER ITEMS UPTO RS. 500,000/- IN TERMS OF RULE 42 OF PPR, 2004 AMENDED FROM TIME TO TIME FOR THE MINISTRY OF NATIONAL FOOD SECURITY & RESEARCH DURING FINANCIA YEAR 2024-25

1. The Pre-qualification process shall be carried out through EPADS.
2. Interested eligible bidders must be registered on the EPADS (<https://eprocure.gov.pk/>) and submit their documents on EPADS.
3. Bid security of amounting of Rs. 10,000/- in shape of bank draft in favour of SO (GA), MNFS&R must be uploaded on EPADS and attached with Pre-Qualification proposal otherwise proposal will be rejected straightaway.
4. The interested vendors / firms must have their own shops/offices in Islamabad/Rawalpindi and having at least 01 years of experience.
5. The vendors / firms should be registered with Sales Tax and Income Tax Department and are on Active Taxpayers List of FBR. Valid documents shall be attached.
6. The firm must have telephone / fax facilities etc in Islamabad / Rawalpindi.
7. All / any payment(s) will be made through AGPR, Islamabad.
8. The interested vendors / firms have to provide proof regarding financial soundness/copy of bank statement for the last six months.
9. Non blacklisting certificates on affidavit may be attached with bidding documents.
10. Bid security of Qualified Firms only will be returned on successful completion of the Financial Year.
11. The result of the bid evaluation, in the form of a report will be announced within ten days. In case of any complaint of bidder, Redressal Committee of this Ministry will address grievances.
12. Further information in this regard, if any, can be sought during office hours on Phone No. 051-9201270.
13. The bids received within the stipulated time and date will be opened by the pre-qualification committee on the same day in the presence of the bidders of their authorized representatives, who choose to be present on the occasion.
14. Bids will be evaluated on aforementioned prescribed criteria as well as the pre-qualification notice.

Forfeiture of Earnest Money and Blacklisting of firm/vendor

In case of submission of any false information / documents and any deficiency found in deliverables, the Earnest Money will be forfeited and the firm/vendor would also be disqualified/blacklisted.

Corrupt or Fraudulent Practices

The Purchaser observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser:-

- i. defines, for the purposes of this provision, the terms set forth below as follows:

“corrupt and fraudulent practices” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the

procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty

- i. will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- i. will declare a firm ineligible and blacklisted for future participation either indefinitely or for a specific period of time as may deem appropriate by the competent authority of this Ministry being procuring agency.

UNDERTAKING

I / We have read and agree with the above mentioned terms and conditions.

Name of Bidder/Firm _____

Signature. _____

Date:

Seal

NOTE: -

BEFORE SUBMISSION OF THE BID SIGNATURE AND STAMP OF THE BIDDER ON EACH AND EVERY PAGE OF THE ORIGINAL TENDER FORM IS MANDATORY.

CHECK LIST

Name of Firm _____

Sr. #	Pre-Requisite Documents to be provided by the Firms / Bidders	Yes / No
1.	Registered on EPADS	
2.	Earnest money	
3.	NTN No. with copy of certificate	
4.	GST No. with copy of certificate	
5.	Copy of Active Taxpayer List	
6.	Bank Account No.	
7.	Stamp paper /declaration about Non-black listing	
8.	Signature and Stamp on Tender Documents	
9.	Proof of financial soundness / copy of bank statement for the last six months.	
10.	Address of firm alongwith Landline Telephone / Fax Numbers and other contact details	

Name of Bidder/Firm

Signature. _____

Date:

Seal