

**PAKISTAN ORDNANCE FACTORIES**  
(Office of the GM – Civil POF Havelian Cantt.)

**PREQUALIFICATION NOTICE**

1. Applications for prequalification are invited from firms / contractors for the following work in the light of PPRA Rules 13 (1) of 2004: -

<b>Sr. No.</b>	<b>NAME OF WORK</b>
1.	TERM CONTRACT FOR PERIODICAL SERVICES OF BUILDINGS I.E. WHITE / COLOUR WASHING, DISTEMPERING, PAINTING ETC INSIDE FACTORY & CAR AREA AT POF HAVELIAN CANTT. (C.A. NO: 04/C/PSF/GMC/HVN/2025-26)
2.	TERM CONTRACT FOR REPAIR / MAINTENANCE AND MINOR WORKS OF BLDGS. INSIDE FACTORY AND CAR AREA AT POF HAVELIAN CANTT. (C.A. NO. 05/C/TCF/GMC/HVN/2025-26)
3.	MISCELLANEOUS MINOR WORKS AT POF HAVELIAN CANTT. (C.A. NO. 06/CIVIL/GMC/HVN/2025-26)
4.	DIGGING OF CABLE TRENCHES AT POF HAVELIAN CANTT. (C.A. NO. 07/CIVIL/GMC/HVN/2025-26)
5.	REPAIR / MAINTENANCE OF WASHROOMS INSIDE FACTORY AREA AT POF HAVELIAN CANTT. (C.A. NO. 08/CIVIL/GMC/HVN/2025-26)
6.	PERIODICAL SERVICES (INTERIOR / EXTERNAL) OF CENTRAL JAMIA MOSQUE AT POF HAVELIAN CANTT. (C.A. NO. 09/CIVIL/GMC/HVN/2025-26)

2. The Contractors are required to submit their applications to GM – Civil POF Havelian Cantt. upto **10-01-2026** for issuance of tender documents alongwith their complete credentials as shown at (Sr. No. 03). Contractors who are in Active Tax payers list (ATL) of FBR for Income Tax & Sales Tax are eligible to submit their applications.

3. For prequalification, parties having experience, capability and resources may apply alongwith the following information and documents: -

- a. Partnership deed, article of association or registration of firm Certificate.
  - b. An affidavit that the firm has never been black listed by any department.
  - c. Certificate of payment of Income Tax & Professional Taxes (active tax payer showing status of 100%).
  - d. Copy of registration with Pakistan Engineering Council in relevant field.
  - e. Bank Statement of last two years.
4. Separate application along-with supporting documents may be submitted for each work.
5. Those who fail to provide above mentioned information / documents shall be disqualified.

6. Earnest money @ 2% of contract amount needs to be deposited in shape of CDR (Call Deposit Receipt) in favor of GM – Civil POF Havelian. No Tender will be deemed completed and valid unless it is accompanied with Earnest money. Earnest money will be returned to the un-successful tenderers.
7. GM – Civil POF Havelian may reject all bids or proposal any time prior to the acceptance of bids or proposal.
9. Contractors already working with POFs need only furnish particulars of works in hand outside POFs with the addresses of clients.
10. The applications shall be scrutinized and the tender documents will be issued to pre-qualified firms who have sufficient experience in the relevant field and satisfied other special conditions required for job and area. Tenders will be received back in the Bid Centre (Rabta Hall) at 1030 Hrs. on **20-01-2026** and opening will be held on **20-01-2026** at **1100 Hrs.** In case of Public holiday / emergency situation, tender will be received on next working day upto 1030 Hrs and will be opened at 1100 Hrs on the same day.
11. In case of query, GM – Civil POF Havelian may be contacted at phone No. 0992-810001 and email: [mdhvn@pof.gov.pk](mailto:mdhvn@pof.gov.pk) for further information.



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Dt. 22-12-2025