



TENDER NOTICE
Government of Pakistan
Ministry of Interior C Narcotics Control
Headquarters Anti Narcotics Force
Rawalpindi

PROPOSALS FOR PRE-QUALIFICATION

1. Government of Pakistan, Ministry of Interior C Narcotics Control, Headquarters Anti Narcotics Force Rawalpindi intends to pre-qualify, Automobile Workshops/ Firms/ companies for repair / maintenance, Engine work, Denting C Painting, Air Conditioning Work, Provision of Spares Parts, Tyres, Tubes C Batteries of Vehicles (LTV C HTV), Repairing / Maintenance of Motorcycles and sale of use oil, spare Parts, Old Tyres and Batteries for Financial Year 2026/2027.
2. Following documents will be required for evaluation of pre-qualification of the firm/ company:-
 - a. Approved certificate of Government department.
 - b. Registered with FBR (valid GST C income tax registration certificate)
 - c. Bank statement / letter
 - d. Previous five years work experience details.
 - e. Detail of equipment, machinery, C labour held.
 - f. Certificate that the Automobile Workshop/ firm/ Companies has not been blacklisted ever / Certificate that there is no case/ litigation against Automobile Workshop.
 - g. Certificate of good reputation from Departments working with (if available).
 - h. Other important documents (Copy of CNIC, IBAN, Bank Account Details, Vender Opening Performa (AGPR), 5 x copies of firms pads (with stamp), Workshop pictures and e-mail address C Mobile / Whats-Up Nos etc

DETAIL / SCOPE OF TENDER WORKS

Ser	Name of Tender	Nature of Work
1.	Repair/ maintenance of Vehicles	All Types of Vehicles, repair / maintenance, Engine work, Denting C Painting, Air Conditioning Work, Provision of Spares Parts, Tyres, Tubes C Batteries of Vehicles (LTV C HTV), Repairing / Maintenance of Motorcycles and sale of use oil, spare Parts,

HEADQUARTERS ANTI NARCOTICS FORCE

RAWALPINDI

**TERMS AND CONDITIONS FOR THE PRE-QUALIFICATIONS
FOR REPAIR/ MAINTENANCE OF VEHICLES FOR FINANCIAL YEAR 2026/2027**

1. The firm be registered with income tax and sales tax department (Registration Numbers should be clearly mentioned and valid documentary evidence be attached).
2. The firm should have proper Firm/ setup at Rawalpindi / Islamabad.
3. The firm must be manned with experienced mechanics, technicians and workers with at least one relatively higher qualified and experienced person preferably heading the team of mechanics / technicians at the firm.
4. The firm must be equipped with the modern gadgetry system and equipment for maintenance, repairs (minor C major), servicing of all models and make.
5. The firm must have provision of preventive/ routine maintenance including all preventive checks.
6. The firm must have readily available spares to be made available on request whenever necessary.
7. A certificate shall be given by the bidder that he will be responsible for the free replacement of store/Items/Spare parts if the same are found to be substandard.
8. All parts should be brand new and in original manufacturers packing.
9. A certificate should be given by the bidders that the spare parts / stores shall be genuine, brand new and in the original packing of the manufactures.
10. Each prequalified Firm performance in terms of quality, delivery, after sales, service, credit terms and other contractual obligations will be closely monitored and periodically reviewed during the contractual period.
11. Firm(s) who will qualify the pre qualification stage and our terms and conditions, will be bound to respond/ execute the work within an hour of verbal/ telephonic call followed by written work order.
12. Firm(s) will sign an agreement with Headquarters Anti Narcotics Force to follow all terms and conditions and execute the quality work as per requirement.
13. Hardcopies, as requested in tender, shall be submitted in sealed envelope marked as under:-

Mechanical Transport Officer (MTO)

Headquarters Anti Narcotics Force

Wavel Lines, Opposite Nur Khan Airbase, Chaklala, Rawalpindi

16. All bidders participating in the tender should be registered with FBR and must be included in active tax payer list maintained by FBR. Payment shall be made through AGPR cheque after receipt of your bill within appropriate time after completion of necessary official procedures.

- 17 All currency in the proposal shall be quoted in Pakistan Rupees (PKR) inclusive of all applicable taxes.
18. The bidder is hereby informed that the Government shall deduct taxes at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any vendor who signs a contract with the Government.
19. Bidder should clearly indicate the duration of delivery of equipment/ completion of work after the award of contract.
20. The successful bidder will have to provide the items as and when required, failing which, order will be cancelled.
21. HQ Anti Narcotics Force, Rawalpindi reserves the right to reject all bids or proposal at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the ground for its rejection of all bids or proposals, but is not required to justify those grounds.
22. Last date for submission of bids is 22-06-2026 1100 hrs, which will be opened in presence of representative(s) of the firm(s), who wish to participate, on same day at 1130 hrs.

Authorized Signature / Stamp

Dated: _____