

GOVERNMENT OF PAKISTAN
Islamabad Model Postgraduate College of Commerce
H-8/4, Islamabad.

PRE-QUALIFICATION NOTICE

Islamabad Model Postgraduate College of Commerce, H-8/4, Islamabad intends to invite proposal for pre-qualification of auto workshops/ firms/ vendors for the repair/maintenance work/supply of tyres and batteries of official vehicles for financial years 2026-27, through E-Pak Acquisition and Disposal System (**EPADS**). Firms/vendors/service providers should be registered with Sales Tax and Income Tax Departments and on Active Taxpayer List (ATL) of FBR. Firms having their own Auto Workshops /Stock/ manpower/ expertise in Rawalpindi / Islamabad for works/ services/ procurements required, under Rule-15 & 16 of Public Procurement Rules, 2004 amended from time to time. Details of services required are given as under:-

Pre-qualificationDescription	Bid Security/Earnest Money in shape of pay order
PRE-QUALIFICATION OF FIRMS/VENDORS/AUTOWORKSHOPS FOR REPAIR/MAINTENANCE WORK AND SUPPLY OF TYRES, BATTERIES FOR COLLEGE VEHICLES FOR FINANCIAL Year 2026-27.	Rs.40,000/- (In Favor of Principal IMPCC H-8/4 Islamabad.)

2. The Interested and eligible bidders may obtain Pre-Qualification tender documents containing detailed terms and conditions from office of Principal IMPCC H-8/4, Islamabad or may download from [PPRA \(EPADS\)Portal](#). The bid, prepared in accordance with the instructions in the bidding/tender documents, must be submitted on **e-Procurement portal- EPADS at www.eprocure.gov.pk** electronically and an Original sealed bid(hard copy) with earnest money in favour of Principal Islamabad Model Postgraduate College of Commerce ,H-8/4 ,Islamabad must be submitted to the Chairman Purchase Committee IMPCC H-8/4 Islamabad on or before closing date and time. The fee of tender documents Rs. 2000/- (Non refundable) in a shape of cash.
3. Bids should be submitted only through **(EPADS) portal are considered only**.
4. Closing date : 28-09-2026 at 12.00 PM sharply.
5. Late submission of bids on EPADS will not be accepted. Any bid not submitted through EPADS shall stand rejected as per PPRA's rules.
6. Opening of Bids : On 28-09-2026 at 12:30 PM through **(EPADS)** in the Committee Room of the College. Bids shall be opened in presence of bidders or their authorized representative
7. Single stage one envelope procedure as contained in Rule 36(a) of PPRA Rules, 2004 shall apply.

8. Procuring agency reserves the right to accept or reject any or all bids/ proposals in accordance with Rule- 33 of PPRA Rules 2004.
9. The Pre-Qualification Notice is also available on PPRA and EPADS.
10. For further details please contact the undersigned
Principal
IMPCC, H-8/4 Islamabad
Ph:051-9269701

TERMS AND CONDITIONS

1. Proposal are invited for repair/maintenance work and for supply/installation of vehicle tyres and batteries for a period of one year (from the date of issuance of tender) and extendable to another year subject to mutually excepted terms and conditions subject to satisfactory performance of the firm and as PPRA rules.
2. Interested firms/bidders are required to submit their bid on line on EPAD portal and also a hard copy of bid/technical proposal along-with tender document fee Rs. 2000/= (non-refundable) in the shape of cash.
3. Eligibility and Prequalification Criteria
 - a) Interested firm should have regular place of business / work in Rawalpindi /Islamabad, telephone numbers and email address and must provide proof of their existence in the particular business. (Details of workshop is required on company letter head/profile).
 - b) The firm must have atleast 3 years experience in the relevant field.
 - c) Firm must have General Sales Tax (GST) registration , NTN, and is on active taxpayer list(ATL) of FBR(certificates Copies required)
 - d) The company is not black listed by any Government agency / authority .
4. Non fulfilment of any of qualification criteria mentioned at Serial No. 03 shall lead to disqualification.
5. Successful bidder will be required to furnish a pay order / bank draft of Rs. 50,000/- as security deposit and refunded on expiry of the contract only.
6. Firms are responsible to provide vendor number and bank account number details.
7. Firms are bound to provide repair/maintenance work on immediate basis and even at odd hours.
8. The successful bidder will provide the services of general mechanical repair/maintenance with required necessary spare parts, all electrical work, complete engine overhauling, brake services ,transmission services, body work (denting & painting), poshishing work, repair/maintenance of differential, AC , tuning, tyre puncture , general maintenance, oil change, timing belt services, Atomizer pump & nozzles and supply of batteries, tyres and other misc. work if needed, etc
9. Firms shall be bound to install genuine parts in vehicles. Incase of spare parts replaced found sub-standard/local or second hand , the firm shall be struck off from the panel/list of IMPCC , H-8/4 ,Islamabad.
10. Firms shall be bound to return the replaced/old spare parts and shall be liable to give warranty of each item/part replaced or repaired .If the same defect arises again during

warranty period, the firm shall be responsible to replace the respective item/part free of cost.

11. The successful bidder must take the items/parts for repair at his own expense, If repair is required at the bidder's workshop, he will return it IMPCC ,H-8/4 , Islamabad at his own risk and cost.
12. Order for supply of tyres and work order for repair / maintenance shall be placed as per need / requirement(s) which may vary from time to time.
13. Tyres shall be supplied and installed strictly in accordance with approved certificates i.e. quality, brand and measurement date of manufacturing etc. If the successful supplier fails to maintain the specification (Quality / Quantity) of the tyre 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)
14. The intending firms must provide a list of its clientele, relevant experience, past performance and capabilities of the equipment /machinery.
15. Affidavit on stamp paper of the value Rs.100, declaring that the company is not black listed by any Government agency / authority.
16. The firm must have the relevant full time qualified personnel as dentor, painter, electrician, diesel mechanic and enough technical staff strength to fulfill the requirement of assignment.
17. Joint venture/consortium are not eligible for this tender.
18. The quoted price shall be inclusive of all Government applicable taxes
19. The technical proposal(s) should be sent in a sealed cover duly written on the envelope "Proposal for repair/Maintenance of Vehicles " which will be opened in the presence of the bidders.
20. Successful applicants would sign a contract for supply of selected items and repair work for complete year with the college.
21. Incomplete offer received after notified date and time or offers not fulfilling any condition of the tender will be rejected
22. The vender must have established workshop at Islamabad / Rawalpindi, which will be inspected by the College 's authorized Officer (if deem necessary).
23. No advance payment shall be made to successful vender and payment shall be released after completion of the job through AGPR.
24. The procuring agency reserves the right to accept or reject any or all the quotations as per PPRA rules.
25. As per rule 36(A) of PPRA Rules-2004 single stage one envelop procedure will be adopted.
26. The detail of the vehicles are follows.

S. No	Vehicle	Manufacturer Company	Number
1	Bus	Hino	
2	Bus	Hino	

3	Bus	ISUZU	
4	Bus	ISUZU	
5	BUS	ISUZU	
6	Coaster	Hino	
7	VAN	Mercedes	
8	Jeep	Suzuki Potohar	

27. The following evaluation criteria will be used to evaluate the bid/offer/technical proposal of the firm.

a) Company Profile

- Auto workshop area and machinery setup in ISB/Rwd
- Years of experience in vehicle maintenance.
- Specific experience with bus fleets (public/private transport).
- Previous work with educational institutions or government bodies

b) Technical Capacity

- Availability of skilled mechanics and technicians .
- Workshop facilities and equipment (e.g., diagnostic tools, lifts).
- Mobile service units (if on-site service is required).

c) Certifications & Licenses

- Registration with relevant government bodies (Excise, Labor, etc.).
- ISO certifications, if applicable
- Valid workshop license.

d) Availability of Spare Parts

- Genuine spare parts availability
- Agreements with authorized parts dealers or manufacturers

e) Response Time & Downtime

- Time taken to respond to service calls
- Average turnaround time for routine maintenance and breakdown repairs

f) Past Performance & References

- Performance reports from previous clients.
- Client satisfaction feedback or testimonials

g) Warranty and Service Guarantees

- Warranty on repairs and spare parts.
- Post-service support and rectification policies

h) Availability of high quality/brand tyres / batteries at Rawalpindi, Islamabad

REPAIR AND MAINTENANCE OF COLLEGE VEHICLES

The nature of work/details of different vehicles are as follows.

SNo	Nature of work	Rate inclusive of taxes		
		Hino Bus Model 2005-2009	Isuzu Bus Model 2017	Hino Rapid Liner - Model 2010
1	Engine oil			
2	Oil Filter			
3	Diesel Filter			
4	Air Jali			
5	4 wheel grease			
6	Pin bush work			
7	Break leather front and rear			
8	Masters cylinder			
9	Break cylinder			
10	Break cylinder repairing			
11	Break cylinder new			
12	cylinder varshel kits			
13	Clutch plate			
14	Side mirror			
15	Fan Belt			
16	Diesel Pump repair			
17	Diesel pump new			
18	Plunger Nosal cleaning			
19	Boaster			
20	Clutch bearing			
21	Clutch plate – pressure plate complete set			
22	Clutch plate fitting			
23	Grinding and clutch leather fitting			
24	Hydraulic oil			
25	Hydraulic oil pipe new			
26	Break survey kit new			
27	Break survey fitting			
28	Break survey assembly kit fitting			
29	Speedo meter cable			
30	Speedo meter repair			
31	Boaster pipe			
32	Boaster head			
33	Vacuum pump			
34	Vacuum pump repairing fitting			
35	Rear wheel main excel			
36	Water body complete and ball bearing set			
37	Fly wheel			

38	Kharad work			
39	Water body cylinder bush fitting			
40	Electric relay			
41	Flasher			
42	Water body fitting labour			
43	Hose pipe and clips			
44	Cammani Tarr and kham			
45	Jumper rod bush			
46	Front rear commani bush pin and jumper rod fitting			
47	Oil seal set			
48	Break washer kit Front			
49	Break washer kit rear			
50	Grease tin			
51	Centre complete shaft / cross repair			
52	Indicators: Roof, back, Front			
53	Seat repair			
54	Generator and self work			
55	Electrical work, Flasher , Relay			
56	Floor repairing per seat			
57	Wiper repairing			
58	Clutch survey			
59	Gear lever kit			
60	Exhaust pipe anddholki work			
61	Wheal stud			
62	Wheal drum			
63	Radiator cleaning			
64	Wheal rim size 920			
65	Wheal rim size 1100			
66	C/L Hissa and gear			
67	Body golla			
68	Bumper repair			
69	Diggy lock repair			

SNo	Nature of work	Rate inclusive of taxes	
		Mercedes Van	Suzuki Potohar Jeep
1	Engine oil		
2	Oil Filter		
3	Diesel Filter		
4	Air Jali		
5	4 wheel grease		
6	Pin bush work		
7	Break leather front and rear		
8	Masters cylinder		
9	Break cylinder		
10	Break cylinder repairing		
11	Break cylinder new		
12	cylinder varshel kits		
13	Clutch plate		
14	Side mirror		
15	Fan Belt		
16	Diesel Pump repair		
17	Diesel pump new		
18	Plunger Nosal cleaning		
19	Boaster		
20	Clutch bearing		
21	Clutch plate – pressure plate complete set		
22	Clutch plate fitting		
23	Grinding and clutch leather fitting		
24	Hydraulic oil		
25	Hydraulic oil pipe new		
26	Break survey kit new		
27	Break survey fitting		
28	Break survey assembly kit fitting		
29	Speedo meter cable		
30	Speedo meter repair		
31	Boaster pipe		
32	Boaster head		
33	Vacuum pump		
34	Vacuum pump repairing fitting		
35	Rear wheel main excel		
36	Water body complete and ball bearing set		
37	Fly wheel		
38	Kharad work		
39	Water body cylinder bush fitting		
40	Electric relay		
41	Flasher		

42	Water body fitting labour		
43	Hose pipe and clips		
44	Oil seal set		
45	Break washer kit Front		
46	Break washer kit rear		
47	Grease tin		
48	Centre complete shaft / cross repair		
49	Indicators: Roof, back, Front		
50	Seat repair		
51	Generator and self work		
52	Electrical work, Flasher , Relay		
53	Floor repairing per seat		
54	Wiper repairing		
55	Clutch survey		
56	Gear lever kit		
57	Exhaust pipe andddholki work		
58	Wheal stud		
59	Wheal drum		
60	Radiator cleaning		
61	C/L Hissa and gear		
62	Bumper repair		

- **The details of tyres for vehicles are as follows**

Manufacture/ company	Price inclusive of taxes Size/type	Price inclusive of taxes Size/type	Price inclusive of taxes Size/type	Price inclusive of taxes Size/type
General Tyre (Pak)				
Bridgestone				
Dunlop				
Michelin				
Servis Tyres				
Linglong / Triangle/Chines				

- The details of vehicles batteries are as follows.

	Lead-Acid Batteries (Amp-Hour (Ah) Rating)			Maintenance-Free Batteries(Amp-Hour (Ah) Rating)		
Manufacture/ company	65 Ah	120 Ah	180 Ah	65 Ah	120 Ah	180 Ah
AGS/Atlas						
Volta						
Excide						
Phoenix						
Osaka						
Daewoo						