



**GOVERNMENT OF PAKISTAN
OFFICE OF THE CHIEF COMMISSIONER (IR)**

**REGIONAL TAX OFFICE
TAX HOUSE, KATCHERY CHOWK
RAWALPINDI**

**PRE-QUALIFICATION DOCUMENTS
REPAIR OF FURNITURE & FIXTURE
FINANCIAL YEAR : 2026-2027**

(IFTIKHAR AHMED BHATTI)
Staff Officer (Admn)
Regional Tax Office, Rawalpindi

TERMS AND CONDITIONS:-

The intending bidders participating in the bidding process shall provide the following Documents:-

1. Company / Firm profile (including Brief history of Company / Firm
2. Income Tax / Sales Tax Returns of last two years.
3. CNIC of Proprietors / Partners / Directors.
4. NTN, Sales Tax Registration Number and ATL status.
5. Affidavit declaring that the Company is not blacklisted / under litigation with any Government Department – Federal or Provincial.
6. Work orders, Purchase orders and relevant experience certificates of last three (03) years, should be attached.
7. Any other formality / document that may be required by the department.

INSTRUCTIONS FOR BIDDERS:-

1. The bidders have their own office / sub-office in Islamabad / Rawalpindi and have sufficient experience in this field.
2. The bidders have bank account and vender number allotted by AGPR.
3. In case of using of damaged / substandard / defective / used items & equipment, the bid security will be forfeited, in favor of Government and firm will be blacklisted, alongwith any other punitive measures that may be taken.
4. In case of any fault arising during the contract period, the bidder shall be responsible for replacing / repairing in free of cost.
5. The repair work shall be carried out up to **30-06-2027**.
6. The firm should carry out the requisite work on immediate basis even at odd hours.
7. The Departmental Purchase Committee may require any additional document / relax in any required document.
8. The Departmental Purchase Committee may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Rule-33 of the Public Procurement Rules.


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LIST OF ITEMS OF FURNITURE & FIXTURE (A13201)	
S. No.	Item Name
1.	Officers Chairs
2.	Officer Tables
3.	Revolving Chairs
4.	Visitors Chairs
5.	Staff Chairs
6.	Staff Tables
7.	Computer Revolving Chairs
8.	Cabinets
9.	Wooden Work Stations
10.	Sofa Set
11.	Repair of Aluminum / Wooden Doors
12.	Wooden Partitions
13.	Any other kind of Repairing Works (Furniture & Fixture)
14.	Repair of Steel Racks
15.	Repair of Wooden Almirah / Drawers
16.	Any other items of furniture & fixture not mentioned above.


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