

## **PRE-QUALIFICATION NOTICE**

Federal Land Commission (FLC) invites proposals for Pre-Qualification of well reputed automobile workshops/firms registered with Income Tax and Sales Tax Departments located in Islamabad for repair/maintenance of official vehicles of different make such as Suzuki, Toyota, Honda and motorcycle etc. as and when required during the financial year 2024-25.

2. Pre-qualification documents/ guidelines for participation in the pre-qualification process can be obtained from the office of the undersigned on any working day from **2<sup>nd</sup> August, 2024** or can be downloaded from the website of Federal Land Commission [www.flc.gov.pk](http://www.flc.gov.pk) as well as PPRA [www.ppra.org.pk](http://www.ppra.org.pk).

3. Firms shall have a minimum of 2 years relevant experience of working with government sector/organzations. Interested firms having NTN, GST, Vendor Number and Active Tax Payer Certificates by FBR alongwith an affidavit to the effect that the firm is not blacklisted may send their proposal under sealed cover to the undersigned latest by **16<sup>th</sup> August, 2024 at 11:00 a.m.** which will be opened on the same date at **11:30 a.m.** in presence of bidders or their representatives who shall be present at the moment.

4. FLC reserves the right to reject any or all proposals at any time prior to acceptance of the proposals under PPRA rules.

  
(Misbahullah)

Administrative Officer  
Federal Land Commission  
7<sup>th</sup> Floor, Shaheed-e-Millat Secretariat, Islamabad  
Ph#9204684

**No.F1.20/FLC/TO/2024**  
**GOVERNMENT OF PAKISTAN**  
**FEDERAL LAND COMMISSION**

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**CRITERIA FOR PRE-QUALIFICATION/EVALUATION OF AUTO  
WORKSHOPS AND TERMS AND CONDITIONS**

For carrying out repair & maintenance work in authorized vehicle of this office sealed bids are invited from registered workshops.

1. Bid security of amounting of Rs.10,000/- in shape of bank draft/Call deposit in favor of DDO, Federal Land Commission must be attached otherwise proposal will be rejected straightaway.
2. The workshops must have at least 02 years relevant experience with government sector/organizations.
3. Secure parking for the official vehicles may be ensured. The workshop will be responsible for any loss/damages caused in this regard.
4. Non blacklisting certificates on affidavit may be attached with bidding documents.
5. Purchase/Pre-qualification Committee may conduct physical visit of all workshops before the pre-qualification.
6. All/any payment(s) will be made through AGPR, cheques/MPG.
7. Workshop must have capabilities of timely supply of spare parts, tyres and batteries, engine oil etc.
8. The interested parties must have sound financial position, proof may be provided.
9. The auto workshop should be registered with sales tax and income tax department. Valid documents/proof may be attached.
10. The auto workshop should have their own complete setup i.e. garage, spare parts availability and technical experts in Islamabad.

**TERMS & CONDITIONS**

- i. 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 add hours.
- ii. While submitting rates the workshop should clearly show whether GST is excluded or included in the offered rates.
- iii. 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.
- iv. Workshop will submit Quotation on demand as and when the repair of vehicle will be required.
- v. I/We have read and agree with the above mentioned terms and conditions.

Name of Bidder/Firm/Supplier: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_