

Pre-Qualification Document

TENDER REGARDING PRE-QUALIFICATION OF FIRMS/ VENDORS FOR REPAIR/MAINTENANCE, CIVIL WORKS & PURCHASES DURING FINANCIAL YEAR 2026-27 (Non-Consultancy Services)

National

Single Stage-One Envelope



July 13, 2026

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INVITATION FOR PRE-QUALIFICATION

PROCUREMENT OF NON-CONSULTING SERVICES

1. The **Ministry of Science and Technology (Ministry of Science and Technology)** has reserved Funds for the procurement planned for FY **2026-27**. The **Ministry of Science and Technology (Ministry of Science and Technology)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**TENDER REGARDING PRE-QUALIFICATION OF FIRMS/ VENDORS FOR REPAIR/MAINTENANCE, CIVIL WORKS & PURCHASES DURING FINANCIAL YEAR 2026-27**" with the reference of "**P61094**"

2. The **Ministry of Science and Technology (Ministry of Science and Technology)** intends to pre-qualify service providers for Invitation to Bid(s), and sign the contract agreement(s) with the selected bidder(s) subsequent to the bidding process.

3. The objective of the intended pre-qualification is the provision of "**TENDER REGARDING PRE-QUALIFICATION OF FIRMS/ VENDORS FOR REPAIR/MAINTENANCE, CIVIL WORKS & PURCHASES DURING FINANCIAL YEAR 2026-27**" through subsequent signing of contract with successful bidders, and the purpose of this Pre-qualification Notice is to provide the very basic information to enable potential applicants to decide whether or not to respond to this Pre-qualification Notice.

4. Only the pre-qualified applicants shall be entitled to participate in the procurement proceedings, and it is expected that the Invitation to Bids will be made to the Pre-qualified Applicants.

5. The pre-qualification process is open to all **National** Applicants subject to fulfilling the eligibility requirements mentioned in the respective Pre-qualification Documents. Interested Applicants may obtain further information from the Ministry of Science and Technology (Ministry of Science and Technology) through **EPADS v2.0** during office hours. A complete set of Pre-qualification Documents may be accessed by interested Applicants through **EPADS v2.0** at **<https://epads.gov.pk/opportunities/federal/procurements/61094>**.

6. The application, prepared in accordance with the instructions in the Pre-qualification Documents, must be submitted through **EPADS v2.0** on or before **Tuesday, August 4, 2026 11:00 AM**. E-applications will be opened using **EPADS v2.0** on the same day at **Tuesday, August 4, 2026 11:30 AM**. Manual submission of applications shall not be entertained. Those service providers who have not yet registered on the new version of **EPADS v2.0** may register themselves at <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>.

In terms of Rule 48 of Public Procurement Rules, 2004, a Grievance Redressal Committee (GRC) is notified for the subject procurement and the notification copy is available on the procuring agency's website and on Authority's website at (www.ppra.org.pk).

Ministry of Science and Technology (Ministry of Science and Technology),

Section Officer

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Instructions to Applicants

A. General

B. Contents of the Prequalification Documents

Sections of Prequalification Documents

1. **Scope of Application**

1.1. In connection with the “**Invitation for Prequalification**”, the Procuring Agency, as defined in Section II (Prequalification Data Sheet abbreviated as PDS), issues this set of Prequalification Documents (PD) to prospective applicants (also hereinafter referred as Applicants) interested in submitting applications (also hereinafter referred as Applications) to determine the capacity and capability of the Applicant(s) for supply of Goods and Related Services incidental thereto as specified in Section VII (Schedule of Requirements).

2. **Source of Funds**

2.1. Source of funds is same as referred in Invitation for Pre-qualification.

3. **Fraud and Corruption**

3.1. The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such agreements and contracts.

3.2. The Applicants/Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Application/Bid submission, Secondary Procurement process, and to have them audited by auditors appointed by the Procuring Agency.

3.3. Any communications between the Applicant and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of

communication.

3.4. Procuring Agency will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prospective Bidder was engaged in corrupt and fraudulent practices in competing for the contract.

3.5. Procuring Agency will also declare the Applicant as blacklisted in accordance with rules and predefined standard mechanism.

4. Eligible Applicants

4.1. An Applicant may be a private entity, a state-owned enterprise or institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.

In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Contract Agreement.

In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Contract Agreement (if signed b/w the Procuring Agency and the JV), in accordance with the Contract conditions that apply.

The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of contract agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.

4.2. An Applicant may apply for Prequalification both individually, and as part of a joint venture, or participate as a subcontractor. If prequalified as a JV only, it will not be permitted to bid for the same contract as an individual entity. Bids submitted in violation of this provision will be rejected.

4.3. An Applicant and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that entity) may submit its Application for Prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified Applicant will be allowed to bid for the same contract.

All Bids submitted in violation of this provision will be rejected.

4.4. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the Procuring Agency for execution of subsequent Contract Agreement. In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the Procuring Agency (or a recipient of a part of the funds) who:

4.4.1. are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of Contract and/or the Prequalification or Bid evaluation process of such Contract; or

4.4.2. would be involved in the implementation or supervision of such Agreement t, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding.

4.5. An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and individuals is available at PPRA's website.

4.6. An Applicant shall provide such documentary evidence for determining the eligibility of the Applicant to the reasonable satisfaction of the Procuring Agency.

5. Eligibility (in terms of Nationality)

5.1. Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V.

B. Contents of the Prequalification Documents

6. Sections of Prequalification Documents

6.1. This set of Prequalification Documents consists of Parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.

PART 1 Prequalification Procedures PART 2 Supply Requirements

6.2. Section I - Instructions to Applicants (ITA)

6.3. Section II - Prequalification Data Sheet (PDS)

6.4. Section III - Qualification Criteria and Requirements

6.5. Section IV - Application Forms

6.6. Section V - Eligible Countries

6.7. Section VI - Fraud and Corruption

6.8. Section VII – Schedule of Requirements

6.9. The Procuring Agency accepts no responsibility for the completeness of the Prequalification documents, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 8. In case of any discrepancies, documents issued directly through ePADS shall prevail.

6.10. The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its Application all information or documentation as is required by the Prequalification Documents.

7. Clarification of Pre-qualification Documents and Pre-Application Meeting

7.1. An Applicant requiring any clarification of the Pre-qualification Documents shall contact the Procuring Agency in writing through ePADS as. The Procuring Agency will respond in writing through ePADS to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective

Applicants through ePADS who have obtained the Prequalification Documents from ePADS, including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response through ePADS. Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so in accordance with the provisions of ITA 16.2.

7.2. If indicated in the PDS, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting through online platform / **EPADS v2.0** as per date and time mentioned in the PDS. During this Pre-Application meeting, prospective Applicants may request clarification of the schedule of requirement, the qualification criteria or any other aspects of the Pre-qualification Documents.

7.3. Minutes of the Pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly through ePADS to all prospective Applicants who have obtained the Pre-qualification Documents. Any modification to the Pre-qualification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8 and through **EPADS v2.0**. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.

8. Amendment of Prequalification Documents

8.1. At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Prequalification Documents by issuing an Addendum through **EPADS v2.0**.

8.2. Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing through ePADS to all Applicants who have obtained the Prequalification Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency's web page and **EPADS v2.0**.

Provided that an Applicant who had already submitted their Applications

prior to the issuance of any such addendum shall have the right to withdraw his already submitted Application and submit the revised Application prior to the original or extended Application submission deadline through **EPADS v2.0**.

8.3. To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 16.2:

Provided that the Procuring Agency shall extend the deadline for submission of Applications, if such an addendum is issued within last three (03) days of the Application submission deadline.

C. Preparation of Applications

9. Cost of Applications

9.1. The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Pre-qualification process.

10. Language of Application

10.1. The Application as well as all correspondence and documents relating to the Pre-qualification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS, in which case, for purposes of interpretation of the Application, the translation shall govern.

11. Documents Comprising the Application

11.1. The Application shall comprise the following:

11.1.1. **Application Submission Letter**, in accordance with ITA 12.1;

11.1.2. **Eligibility**: documentary evidence establishing the Applicant's eligibility, in accordance with ITA 13.1;

11.1.3. **Qualifications**: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and

11.1.4. any other document required as specified in the PDS.

11.2. **Application Submission Letter**

11.2.1. The Applicant shall complete an Application Submission Letter as provided in Section IV (Application Forms). This Form must be completed without any alteration to its format.

11.3. **Documents Establishing the Eligibility of the Applicant**

11.3.1. To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Form ELI-1.1 (eligibility), included in Section IV (Application Forms).

11.4. **Documents Establishing the Qualifications of the Applicant**

11.4.1. To establish its qualifications to perform the contract(s) in accordance with Section III (**Qualification Criteria and Requirements**), the Applicant shall provide the information requested in the corresponding Information Sheets included in **Section IV (Application Forms)**.

11.4.2. Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the Pak Rupee equivalent using the rate of exchange determined as follows:

11.4.2.1. for turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted).

11.4.2.2. value of single contract - Exchange rate prevailing on the date of the contract.

11.4.3. Exchange rates shall be taken from the publicly available source identified in the PDS. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.

11.4.4. The documentary evidence of the Applicant's qualifications to conclude a contract Agreement, shall establish to the Procuring Agency's satisfaction:

11.4.4.1. that, if required in the BDS, an Applicant that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV A (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Agency's Country;

11.4.4.2. that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country where the procurement is being made), the Applicant is, or will be, (if awarded the call off contract) represented by an Agent in the country, equipped and able to carry out the Supplier's maintenance, repair, and spare parts stocking obligations in respect of the Goods.

D. Submission of Applications

15. Submission of the Applications through EPADS v2.0

15.1. The Bidder shall prepare and submit Bid with due diligence after carefully reading all the terms and condition before submission through ePADS in accordance with the procedures specified in the PDS.

15.2. In case the Applicant is a JV, the Application shall submit an authorized representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally

authorized signatories.

16. **Deadline for Submission of Applications**

16.1. Applicants shall be submitted through ePADS no later than the deadline indicated in the PDS.

16.2. If required in accordance with the provisions of ITA 8.3, the Procuring Agency will extend the deadline for the submission of Applications, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

16.3. The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement) through **EPADS v2.0**.

17. **Opening of Applications**

17.1. The Procuring Agency shall open all Applications on the date and time specified in the PDS through **EPADS v2.0**. Late Applications shall be treated in accordance with ITA 16.1.

E. Procedures for Evaluation of Applications

18. **Confidentiality**

18.1. Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance with ITA 26 through **EPADS v2.0**.

18.2. From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 26, any Applicant that wishes to contact the Procuring Agency on any matter related to the Prequalification process may do so only in writing through **EPADS v2.0**

19. **Clarification of Applications**

19.1. To assist in the evaluation of Applications, the Procuring Agency may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in writing through **EPADS v2.0**

19.2. If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

20. Responsiveness of Applications

20.1. The Procuring Agency may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 19.1, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.

21. Margin of Preference

21.1. Unless otherwise specified in the PDS, a margin of preference shall not apply in the Bidding process resulting from this Pre-qualification.

22. Sub-contractors

22.1. Subcontractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the Subcontractor) should meet the qualification criteria.

F. Evaluation of Applications and Prequalification of Applicants

23. Evaluation of Applications

23.1. The Procuring Agency shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Procuring Agency reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 25.

23.2. Subcontractors proposed by the Applicant shall be fully qualified for their parts of the Scope of Supply of the Goods and Allied Services.

23.3. In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Procuring Agency shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III.

Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.

24. Procuring Agency's Right to Accept or Reject Applications

24.1. The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without thereby incurring any liability to the Applicants. However, the procuring agency shall record its reasons and justifications on **EPADS v2.0**, duly approved by the Principal Accounting Officer or Head of Organization.

25. Pre-qualification of Applicants

25.1. All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Procuring

Agency.

25.2. An Applicant may be “conditionally prequalified,” that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Procuring Agency.

25.3. Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Procuring Agency before or at the time of submitting their Bids.

26. Notification of Prequalification

26.1. The Procuring Agency shall notify all Applicants in writing through **EPADS v2.0** indicating the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately through **EPADS v2.0**.

26.2. The procuring agency shall communicate to those suppliers or contractors who have not been pre-qualified the reasons for not pre-qualifying them through **EPADS v2.0**

27. Request for Bids

27.1. Promptly after the notification of the results of the Prequalification, the Procuring Agency will invite the Bids from all the Applicants that have been prequalified through **EPADS v2.0**.

28. Changes in Qualifications of Applicants

28.1. Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 25 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Procuring Agency prior to the deadline for submission of Bids. Such approval shall be denied if:

28.1.1. a prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members;

28.1.2. as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or

28.1.3. in the opinion of the Procuring Agency, the change may result in a substantial reduction in competition.

28.2. Any such change should be submitted to the Procuring Agency before the date of "Invitation to Bids".

29. Redressal of Grievances

29.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) and proceed in accordance with the procedure and mechanism defined under Rule-48 of Public Procurement Rules, 2004.

29.2. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending on the nature of the procurement.

30. Mechanism of Blacklisting

30.1. The procuring agency shall initiate blacklisting or debarment proceedings against any bidder, supplier or contractor in accordance with the mechanism prescribed under Rule-19 of Public Procurement Rules, 2004 read with "Mechanism for Blacklisting Regulations, 2024".



Pre-qualification Data Sheet

Prequalification Data Sheet (PDS)

The following specific data for the Prequalification of Applicants shall complement, supplement, or amend the provisions in the Instructions to Applicants (ITA). Whenever there is a conflict, the provisions herein shall prevail over those in ITA.

PDS Clause No

ITA No

Amendments of, and Supplements to, Clauses in the Instructions to Applicants

A. General

PDS Clause No 1

ITA No 1.1

Identification Number of the Invitation for Prequalification: **P61094**

The Procuring Agency is: **Ministry of Science and Technology (Ministry of Science and Technology)**

List of Service Contracts:

See section services and Lots

PDS Clause No 2

ITA No 2.1

The name of Procuring Agency is: **Ministry of Science and Technology (Ministry of Science and Technology)**

The name of Project / Procurement is: **TENDER REGARDING PRE-QUALIFICATION OF FIRMS/ VENDORS FOR REPAIR/MAINTENANCE, CIVIL WORKS & PURCHASES DURING FINANCIAL YEAR 2026-27**

PDS Clause No 3

ITA No 4.2

Maximum number of members in a Joint Venture (JV): **Nil**

PDS Clause No 4

ITA No 4.5

A list of debarred firms and individuals is available on PPRA website: **<https://ppra.gov.pk>**

B. Contents of the Prequalification Document

PDS Clause No 5

ITA No 7.1

For clarification, the Applicant shall seek clarifications through: **EPADS v2.0**

PDS Clause No 6

ITA No 7.1 & 8.2

Information related to Prequalification shall be published on: **EPADS v2.0**

PDS Clause No 7

ITA No 7.2

Pre-Application Meeting: **Clarification Date: Sunday, July 26, 2026**

C. Preparation of Applications

PDS Clause No 8

ITA No 10.1

This Prequalification Document has been issued in the language: **English**

PDS Clause No 9

ITA No 11.1(d)

Additional documents to be submitted through EPADS v2.0:

1. Bid Security and an Affidavit on non-Black listing, Company Profile

PDS Clause No 10

ITA No 14.2

Source for determining exchange rates: **Not Applicable**

D. Submission of Applications

PDS Clause No 11

ITA No 16.1

Deadline for Application Submission:

Day: **Tuesday**

Date: **Tuesday, August 4, 2026**

Time: **11:00 AM**

PDS Clause No 12

ITA No 17.1

Opening of Applications shall be conducted through: **EPADS v2.0**

Day: **Tuesday**

Date: **Tuesday, August 4, 2026**

Time: **11:30 AM**

Virtual participation link: **<https://vendors.epads.gov.pk/>**

E. Procedures for Evaluation of Applications

PDS Clause No 13

ITA No 21.1

Margin of Domestic Preference: **Not Applicable**

(Applicable only if authorized in Procurement Plan)

PDS Clause No 14

ITA No 29.1

Prequalification-related complaints / grievances shall be submitted in writing through: **EPADS v2.0**

A complaint may challenge:

- The terms of the Prequalification Documents
- The Procuring Agency's decision not to prequalify an Applicant

Eligibility & Qualification Criteria

Bidder's Type	Required Registration
Any	NADRA CITIZENSHIP (CNIC/NICOP) FBR (NTN) FBR (GSTN)

Evaluation Criteria

Quality Based Selection (QBS)

Technical Marks	100
Passing Marks	70
Technical Evaluation Criteria	
General Sales Tax Registration (Quantitative)(Doc Required)	20
National Tax Number (Quantitative)(Doc Required)	20
AGPR's Vendor Number (Quantitative)(Doc Required)	20
physical office(s) in Islamabad/Rawalpindi (Quantitative)(Doc Required)	20
Non Blacklisted affidavit and never been indulged in any litigation (Quantitative)(Doc Required)	20







Annexure

Tender Document with Terms and Conditions

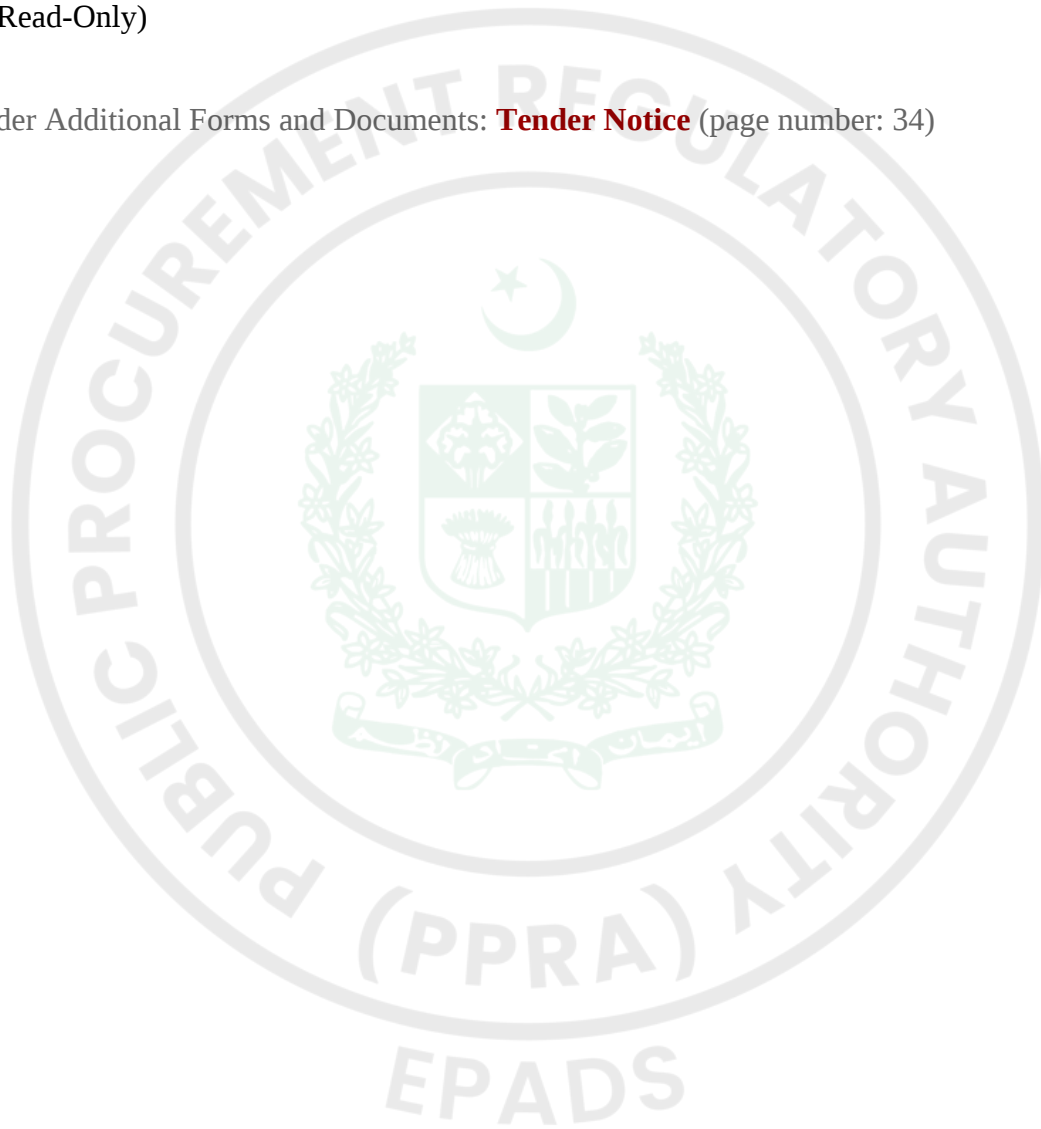
Technical Submission (Vendor)

See Form Under Additional Forms and Documents: **Tender Document with Terms and Conditions** (page number: 30)

Tender Notice

Information (Read-Only)

See Form Under Additional Forms and Documents: **Tender Notice** (page number: 34)





Procurement Forms

Past Experience and Completed Contracts

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 36)

Historical Contract Non-Performance, and Pending Litigation and Litigation History

See Form Under Additional Forms and Documents: **Historical Contract Non-Performance, and Pending Litigation and Litigation History** (page number: 37)







Additional Forms and Documents

TENDER DOCUMENT FOR
PRE-QUALIFICATION OF FIRMS/VENDORS FOR REPAIR/MAINTENANCE OF:

- i. **Repair, maintenance, servicing and overhauling of official vehicles and motorcycles** of all makes and models, including Suzuki, Toyota, Honda and other manufacturers, preferably through one-window workshops.
- ii. **Supply, repair and replacement of automobile spare parts and accessories**, including genuine mechanical, electrical and body parts, lubricants, filters, suspension components, brake systems and other related items.
- iii. **Supply, repair and replacement of tyres, tubes, alloy rims, batteries and wheel alignment/balancing services** for official vehicles and motorcycles.
- iv. **Repair, maintenance and replacement of information technology (IT) equipment**, including desktop computers, laptops, printers, scanners, monitors, LCD/LED displays, UPS units, projectors, biometric devices, networking equipment and all other computer peripherals.
- v. **Repair, maintenance and replacement of office automation equipment**, including photocopiers, fax machines, shredders, binding machines, laminators, attendance machines and similar office equipment.
- vi. **Repair, maintenance and replacement of networking and communication infrastructure**, including LAN/WAN equipment, network switches, routers, wireless access points, structured cabling, fibre optic systems, internet equipment, intercom systems, telephone exchanges (PABX/IP-PBX), CCTV surveillance systems and associated accessories.
- vii. **Repair, maintenance and servicing of electrical systems and installations**, including internal electrical wiring, distribution boards, circuit breakers, electrical panels, power cables, switches, sockets, ceiling lights, LED lighting fixtures, street lights, emergency lighting systems and other electrical accessories.
- viii. **Repair, maintenance and servicing of mechanical and HVAC systems**, including split air conditioners, package units, electric geysers, exhaust fans, ventilation systems, air ducts, water coolers and other allied mechanical equipment.
- ix. **Repair, maintenance and servicing of diesel generators, generator control panels, Automatic Transfer Switch (ATS) panels, fuel systems and associated electrical/mechanical accessories.**
- x. **Repair, maintenance, testing, refilling and replacement of fire safety equipment**, including fire extinguishers, fire alarm systems, smoke detectors, emergency response systems, fire hydrants and other fire protection installations.
- xi. **Repair, maintenance and servicing of elevators/lifts, automatic sliding doors, access control systems, barriers and other building automation equipment.**
- xii. **Repair, maintenance and refurbishment of office furniture and fixtures**, including executive furniture, workstations, conference tables, chairs, cabinets, wooden partitions, upholstery, polishing, glass work and related items.
- xiii. **Civil repair and maintenance works of the office building**, including whitewashing, painting, masonry work, plastering, tile and marble repair/replacement, waterproofing, aluminium and glass works, partitioning, false ceilings, plumbing, sanitary works, drainage systems, roof maintenance, water supply systems and other allied civil works.
- xiv. **Cleaning, maintenance and rehabilitation of building infrastructure**, including façade/cladding cleaning, aluminium and glass cleaning, cleaning and disinfection of

underground and overhead water storage tanks/reservoirs, sewerage lines, manholes and other related services.

- xv. **Maintenance, landscaping and horticulture services**, including parks, lawns, gardens, indoor and outdoor plants, planters, tree trimming, irrigation systems and allied horticultural works.
- xvi. **Procurement and supply of furniture, fixtures, machinery, office equipment, IT equipment, software, electrical and mechanical items, security equipment, appliances, miscellaneous stores and other operational items required for the smooth functioning of the Ministry.**
- xvii. **Repair, maintenance and servicing of all other office machinery, equipment and installations** not specifically covered above, including any ancillary systems necessary for the effective operation of the Ministry.
- xviii. **Arrangement and management of official events**, including seminars, conferences, workshops, meetings, trainings, exhibitions and official functions, along with venue arrangements, event management, audio-visual equipment, multimedia services, printing and publication, branding, decoration, catering, transportation, protocol arrangements and all other related logistical and ancillary services.
- xix. **Any other procurement, repair, maintenance, replacement or specialized service** required from time to time for the smooth, safe and efficient functioning of the Ministry in accordance with the Public Procurement Rules, 2004, and other applicable Government instructions.

**For Financial Year 2026-27
Ministry of Science and Technology
Islamabad**

Last date for submission of bid is 04 August, 2026 by 11:00 AM.

Opening of Tender on 04 August, 2026 at 11:30 AM.

TERMS AND CONITIONS

1. Interested contractors/firms must provide a valid proof/document showing registration of the firm with EPADS 2.0 launched by PPRA.
2. The pre-qualified firms shall be bound to provide services to Ministry of Science and Technology during the Financial Year of 2026-27.
3. The intending firms must have General Sales Tax Registration, National Tax Number, AGPR's Vendor Number and updated IBAN Numbers.
4. Firms should have physical office(s) in Islamabad/Rawalpindi for repair / maintenance of all or any specific field out of above-mentioned fields.
5. An affidavit on stamp paper of Rs.50/- that the Contractor/Firm has never been indulged in any litigation and has never been blacklisted by any Ministry/Division/ Department/Organization of the Government(s) must be attached with the bids.
6. The firm shall be bound to install genuine parts of each item of above works. In case, the spare parts replaced were found sub-standard or second-hand, the firms shall be struck off from the panel of Ministry of Science and Technology and will be blacklisted from partaking in any government tender process and the same will be forwarded to PPRA for further necessary action.
7. The firms on the panel shall be bound to carry out the requisite work on immediate basis and even at odd hours, if required so.
8. The firms shall be bound to return the replaced/old spare items and shall be bound to give warranty of each items replaced or repaired. If the same defect arises again during warranty period, the firm shall be responsible to replace it free of cost.
9. The successful bidder must take the item for repair or its own, if the repair is required at the bidder's workshop and shall return it to this Ministry at his own risk and cost.
10. The intending firms must provide a list of their clientage.
11. The firm shall provide an affidavit on stamp paper of Rs.50/- to the effect that it has never been black listed or has never been indulged in any kind of litigation with or by any Government Department.
12. The procuring agency reserves the right to accept or reject any or all bids/proposals in accordance with PPRA Rule No.33 of 2004 (as amended from time to time).

TECHNICAL PROPOSAL EVALUATION CRITERIA:

S. No.	Description/Detail	
1.	Full Profile of the Company:	
2.	List of at least three clients from Ministries/Divisions/Departments:	
3.	NTN Certificate and GST Registration:	
4.	Vendor and updated IBAN number of AGPR:	
5.	Never Blacklisted Certificate:	



Tender Notice No.02/2026-27

PRE-QUALIFICATION OF FIRMS/VENDORS

Ministry of Science and Technology, Islamabad invites proposals for Pre-Qualification of Firms/Vendors registered with **e-Pak Acquisition & Disposal System (EPADS 2.0)** and located in Islamabad/Rawalpindi for **following Repair/ Maintenance** work during the **Financial Year 2026-27**:

- i. **Repair, maintenance, servicing and overhauling of official vehicles and motorcycles** of all makes and models, including Suzuki, Toyota, Honda and other manufacturers, preferably through one-window workshops.
- ii. **Supply, repair and replacement of automobile spare parts and accessories**, including genuine mechanical, electrical and body parts, lubricants, filters, suspension components, brake systems and other related items.
- iii. **Supply, repair and replacement of tyres, tubes, alloy rims, batteries and wheel alignment/balancing services** for official vehicles and motorcycles.
- iv. **Repair, maintenance and replacement of information technology (IT) equipment**, including desktop computers, laptops, printers, scanners, monitors, LCD/LED displays, UPS units, projectors, biometric devices, networking equipment and all other computer peripherals.
- v. **Repair, maintenance and replacement of office automation equipment**, including photocopiers, fax machines, shredders, binding machines, laminators, attendance machines and similar office equipment.
- vi. **Repair, maintenance and replacement of networking and communication infrastructure**, including LAN/WAN equipment, network switches, routers, wireless access points, structured cabling, fibre optic systems, internet equipment, intercom systems, telephone exchanges (PABX/IP-PBX), CCTV surveillance systems and associated accessories.
- vii. **Repair, maintenance and servicing of electrical systems and installations**, including internal electrical wiring, distribution boards, circuit breakers, electrical panels, power cables, switches, sockets, ceiling lights, LED lighting fixtures, street lights, emergency lighting systems and other electrical accessories.
- viii. **Repair, maintenance and servicing of mechanical and HVAC systems**, including split air conditioners, package units, electric geysers, exhaust fans, ventilation systems, air ducts, water coolers and other allied mechanical equipment.
- ix. **Repair, maintenance and servicing of diesel generators, generator control panels, Automatic Transfer Switch (ATS) panels, fuel systems and associated electrical/mechanical accessories.**
- x. **Repair, maintenance, testing, refilling and replacement of fire safety equipment**, including fire extinguishers, fire alarm systems, smoke detectors, emergency response systems, fire hydrants and other fire protection installations.
- xi. **Repair, maintenance and servicing of elevators/lifts, automatic sliding doors, access control systems, barriers and other building automation equipment.**
- xii. **Repair, maintenance and refurbishment of office furniture and fixtures**, including executive furniture, workstations, conference tables, chairs, cabinets, wooden partitions, upholstery, polishing, glass work and related items.
- xiii. **Civil repair and maintenance works of the office building**, including whitewashing, painting, masonry work, plastering, tile and marble repair/replacement, waterproofing, aluminium and glass works, partitioning, false ceilings, plumbing, sanitary works, drainage systems, roof maintenance, water supply systems and other allied civil works.

- xiv. **Cleaning, maintenance and rehabilitation of building infrastructure**, including façade/cladding cleaning, aluminium and glass cleaning, cleaning and disinfection of underground and overhead water storage tanks/reservoirs, sewerage lines, manholes and other related services.
- xv. **Maintenance, landscaping and horticulture services**, including parks, lawns, gardens, indoor and outdoor plants, planters, tree trimming, irrigation systems and allied horticultural works.
- xvi. **Procurement and supply of furniture, fixtures, machinery, office equipment, IT equipment, software, electrical and mechanical items, security equipment, appliances, miscellaneous stores and other operational items required for the smooth functioning of the Ministry.**
- xvii. **Repair, maintenance and servicing of all other office machinery, equipment and installations** not specifically covered above, including any ancillary systems necessary for the effective operation of the Ministry.
- xviii. **Arrangement and management of official events**, including seminars, conferences, workshops, meetings, trainings, exhibitions and official functions, along with venue arrangements, event management, audio-visual equipment, multimedia services, printing and publication, branding, decoration, catering, transportation, protocol arrangements and all other related logistical and ancillary services.
- xix. **Any other procurement, repair, maintenance, replacement or specialized service** required from time to time for the smooth, safe and efficient functioning of the Ministry in accordance with the Public Procurement Rules, 2004, and other applicable Government instructions.

2. Tenders/bids must be submitted online through **e-Pak Acquisition & Disposal System (EPADS 2.0)** by **04/08/2026 at 11.00 a.m.** and they will be opened on the same day on **EPADS 2.0 at 11.30 a.m.** **Hard copy of any bid will not be accepted.** The bidders or their authorized representatives may attend the meeting of the Departmental Tender Opening/Procurement Committee, if they so desired.

3. This tender is also available at PPRA's website **www.ppra.org.pk** and MoST's website **www.most.gov.pk**. MoST may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. MoST shall upon request communicate to any agency/party or contractor who submitted a bid or proposal, the grounds for rejection of all bids or proposals, but is not required to justify those grounds. In case bid submitting / opening day is declared a holiday, the same will be submitted/opened on the next working day.

(ALLAHYAR KHAN KALWAR)
Section Officer (General)
☎: 051-9206569

Past Experience / Contracts

Contracts over <i>[insert amount]</i> during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination



Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

☐ Not debarred due to deviation from commitment of Bid Securing Declaration- ☐ Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
☐ Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>
☐ No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. ☐ Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), PKR Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i>	<i>[insert amount]</i>