



GOVERNMENT OF PAKISTAN

COUNCIL OF ISLAMIC IDEOLOGY

Tender Notice for pre-qualification of automobile workshop



Council of Islamic Ideology, Islamabad intends to invite automobile workshops registered with Income and Sales Tax Department for repair and maintenance of its fleet of 09 vehicles (Suzuki, Honda and Toyota) which includes 01 motorbike.

1. The firms should 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 workshop/setup at Rawalpindi/Islamabad.
3. The workshop must be manned with experienced Toyota, Suzuki, Honda & other company's vehicle mechanics, technicians and workers with preferably higher qualified & experienced person.
4. The workshop must be equipped with the modern gadgetry and equipment for maintenance, repairs (minor and major), servicing and tune-up of vehicles of all models and make.
5. The workshop must have provision of preventive/routine maintenance including all preventive checks and oil change, brake pads, battery inspection, gear and hydraulic oil level, tune-up, wheel balancing, wheel alignments, etc.
6. The workshop must have readily available spares, lubricants and consumables; field mechanic services and vehicle towing facility to be made available on request whenever necessary.
7. The pre-qualified firms would be required to submit Security Deposit in the shape of Pay-Order/Bank Draft/Cash Deposit of Rs.40,000/- (Rupees Forty Thousand only) in favor of Drawing and Disbursing officer (DDO), Council of Islamic Ideology, Islamabad.
8. Each prequalified workshop performance in terms of quality, delivery, after sales service, credit terms and other contractual obligation will be closely monitored and periodically reviewed during the contractual period.
9. The envelopes must bear the word "CONFIDENTIAL" and following identifications.
Pre-Qualification of Automobile Workshops for three years from Financial Year 2018-2019 onward for Misc. Automobile Works
10. If the envelope is not marked, as instructed above Council of Islamic Ideology Islamabad will assume no responsibility for the misplacement of premature opening of the documents.
11. The proposal/applications should reach this office upto 11:00 hours on 24-07-2018. The opening of tenders will be held on the same day i.e 24-07-2018 at 11:30 hours.
12. Tender documents can be obtained from the Office of undersigned during office hours.
13. The successful pre-qualified automobile workshops/bidders will be communicated /intimated in due course of time. The quotation/prices of required jobs will be obtained from successful pre-qualified bidders only from time to time.
14. The proposal/ application may be submitted in sealed envelope marked as under.

(Muhammad Atiq-Ur-Rahman)

Deputy Director (Admn/H.R)

Council of Islamic Ideology

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